



Our Lady of the Snows School  
*nga wahine rakatira o te huka kura*  
Methven



# CHARTER & ANNUAL PLAN 2017

**OUR LADY OF THE SNOWS SCHOOL, METHVEN**

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## OUR LADY OF THE SNOWS SCHOOL, METHVEN

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## OUR SCHOOL

Our Lady of the Snows is a fully integrated Catholic Primary School in Methven, catering for children from New Entrant through to Year 8.

We are committed to focusing not only on the academic growth of the children, but also growing the well-being of the whole child, encompassing physical, mental, emotional, social and spiritual health.

We strive to make use of our community and environment to deliver diverse learning experiences for the children, with a particular focus on literacy and numeracy.

Our school has a long established history in Methven, and so although we are small, we are able to draw on a wide network of support which enables us to offer a broad range of learning opportunities to help achieve our goals.

Our school is set in parklike, spacious grounds; and learning takes place in modern, well maintained buildings. We offer education in a well-resourced, family environment. In 2016 we upgraded our school Library which included a complete refurbishment of the space as well as the introduction of several hundred new books – this project was undertaken by volunteers to help support our commitment to literacy within our school.

Also in 2016, the Friends of the School, our active fundraising group, purchased & installed a newer playground – this project directly helps us to support our commitment to growing the well-being of the children as well as their academic growth.

In 2017 the Board appointed a new Principal, Mrs Pattie Ree, who joins Our Lady of the Snows having previously attended the school as a pupil as well as having taught at the school during the earlier part of her career.

We are one of 9 schools in the area who are part of the Opuke Community of Learning and we are fully enthused about this opportunity to learn together, & work together to raise achievement across our community.

Our roll currently stands at 30, and a key strategic focus for 2017 and beyond is to grow our role so that we have the ability to introduce a 3<sup>rd</sup> classroom.

Within our 30 students are a wide range of nationalities and we are committed to ensuring their diverse needs are recognised.

Visitors to our school often comment on our friendly, open children, and our welcoming atmosphere & this is a reflection of a commitment from our staff, parish and Board of Trustees to our values and special character.

## **OUR CATHOLIC SPECIAL CHARACTER**

As a Catholic School, our Special Character is at the heart of all that we do, and is embodied throughout our school culture and curriculum. We aim to prepare our children for life by providing an education within a caring environment where everyone shares and lives the values, teachings and traditions of the Catholic Church. We begin each day with prayers, and we host a school mass once a term.

Our school belongs to the St Augustine of Canterbury Parish, and Fr Geoff Gray is our Parish Priest. Our Parishioners show immense support for the children, for example by providing supplementary 1-on-1 learning opportunities by regularly volunteering to assist with our literacy programmes.

## **COMMUNITY PARTNERSHIPS**

We see parental involvement as a critical component of the learning process.

In 2016 we introduced 'SeeSaw' as a home/school communication tool. As part of our Strategic Plan for 2017 and beyond we plan to work towards strengthening the home & school partnerships by using SeeSaw to communicate more deliberately with parents. We also plan to host more regular events to include parents/whanau and particularly male role models.

Our Friends of the School are our active fundraising group. For a small school the Friends raise significant amounts for the children on a regular basis.

The Friends of the School are however, more than just a fundraising group. A huge focus for them is the pastoral care of our school family. From personally welcoming new families to school way of life, to touching base with anyone who may benefit from some extra support, they play a pivotal role in the success of our school.

Other parents help with other school duties such as caretaking, providing assistance in the Library, serving tea after mass, or attending to our vast grounds. Our school has the 'advantage' of have a job for everyone! This does create a wonderful, family atmosphere which we are so proud of.



## OUR VISION & OUR VALUES

### The vision for Our Lady of the Snows is **“BUILDING FAITH & ACHIEVING EXCELLENCE”**

This vision reflects our commitment to continuous improvement – we are on a journey of “Building Faith & Achieving Excellence”.

Our strategic goals for 2017 and beyond have been developed directly from this vision, and our new values programme has been implemented because it strongly aligns with our journey of faith and excellence.

Building on the charism of our founding order, we have integrated the Sister of Mercy values into our own school values programme; so that we can promote them and use them to help us make decisions in our daily lives.

Our values programme will be rolled out throughout the 2017 school year. Values will be encouraged, modelled and explored so that they become an integral component of life as school.

Intertwined in our Mercy values are Tikanga Maori Values – together they help us achieve a values based education for the children at our school.

**Our “Snow Star” values are shown over the page:**

## OUR LADY OF THE SNOWS SCHOOL "SNOW STAR" VALUES



## OUR BELIEFS

**Learning at Our Lady of the Snows is based on the following beliefs:**

- Our Catholic Special Character is at the heart of all that we do, Gospel values underpin our daily lives.
- Staff must take the opportunity to get to know their students well as understanding the background, experiences, culture, learning style, needs, interests and achievement levels of each individual child vital to providing quality learning.
- Literacy and Numeracy skills are a priority for all students.
- High expectations should be held for all students to achieve their potential.
- High expectation should be held for all staff to achieve their potential.
- The Board and staff are committed to developing their understanding of growth-mindset concepts and the processes for putting them into practice, so that the belief is evident throughout school life.
- Parents are active parents in the learning process. A positive relationship with the parish and wider community is beneficial to student's success.
- School must be a positive experience for all students and their families.
- As a small school, staff must develop professional relationships outside of the school in order to moderate and evaluate their own teaching practices.
- We need to be innovative and creative so that our students are exposed to the same learning opportunities as a larger school. This includes being an active participant in the Opuke Community of Learning.
- A range of effective teaching strategies and leadership is require to engage and motivate students.

## OUR COMMITMENT TO CULTURAL DIVERSITY

We acknowledge New Zealand's cultural diversity and the unique position of Māori as tangata whenua.

Our Lady of the Snows School Methven's commitment to the principles of the Treaty of Waitangi is reflected through the following:

### Partnership and consultation

- We recognise and value all cultures at our school, and acknowledge the special position of Māori in New Zealand society.
- We work together to achieve the best environment for success for our students.
- We consult with our Māori community in creating and maintaining our school charter through one on one consultations in Term 3 annually and we access cultural advice as appropriate.

### Protection and self-determination

- We respect each person's culture and their right to follow their cultural direction. We promote the value of te reo (Māori language) and tikanga Māori (Māori culture).

### Participation

- We promote Māori achievement and equal opportunities for all members of the school community, including our staff and our students who need extra support at school. These principles guide our practice and are incorporated into our policies and procedures.
- Our Lady of the Snows School Methven celebrates New Zealand's growing cultural diversity and ensures that all students feel culturally safe and valued. Our cultural diversity is a valuable resource for 21st-century learning.

### We celebrate and value a variety of cultures by recognising cultural difference, for example:

- integrating cultural perspectives through curriculum areas across all levels
- convening parent support groups and meetings
- accessing cultural advisors, cultural dance/food festivals
- conducting classroom programmes incorporating different greetings.

We respect the unique position of Māori as tangata whenua (the indigenous people) of New Zealand and te reo Māori (Māori language) as an official New Zealand language, in accordance with our commitment to the Treaty of Waitangi. In recognising the unique position of the Māori culture, we provide instruction in tikanga Māori (Māori culture) and te reo Māori for students.

### We currently foster Māori culture through:

- teaching te reo Māori to an elementary level (greetings, counting, mihi, basic vocabulary for everyday items, pronunciation and translation of place names)
- singing waiata (Māori songs) in assembly, and classroom music time



- using resources in the curriculum (especially reading, maths, science, social studies, art, music, and PE) which recognise New Zealand's dual cultural heritage
- integrating Māori through all curriculum areas where appropriate
- visits to marae and cultural centres, and fostering relationships with local iwi.

**If a whānau requests a higher level of tikanga and/or te reo, staff and family will discuss and explore the following options:**

- further explanation of existing programmes
- extension of the existing programmes if and as appropriate
- combining with a neighbouring school for parts of the day/programme
- providing in-school support and resources to further enhance inclusion of te reo and tikanga Māori within the child's classroom
- exploring other schools which may offer programmes closer to their expectations
- using community expertise (people and places) to help with any of the above.

Whanau of Māori pupils were consulted in Term 3 of 2016 so that we could gather feedback while preparing our school charter for 2017.

English as a second language (ESOL) students reflect a growing cultural diversity in the Mid Canterbury area. Our school receives funding for these pupils and we use this to directly provide for the needs of our ESOL students.

The Religious Education Programme includes Maori Spirituality as an integral part of learning; we value and acknowledge the worth of all cultures.

**The Strategic Section of this Charter includes aims that reflect the unique position of Māori culture in New Zealand society. These aims promote the value of te reo (Māori language) and tikanga Māori (Māori culture).**

## **STRATEGY**

The Board of Trustees undertook a full review of our strategic plan in February 2016 and through consultation from staff, parents/whanau and the community, 2 key strategic goals were formed:

**GOAL 1: EXCELLENCE IN TEACHING AND LEARNING**

**GOAL 2: LIVING AND CELEBRATING OUR CATHOLIC FAITH AND GOSPEL VALUES**

The next section of our charter outlines what these mean for our school and how the school plans to meet these goals over the course of this year.

## STRATEGIC GOALS FOR 2017-2019

### Goal 1: Excellence in Teaching and Learning

2017 Outcomes	2018 Outcomes	2019 Outcomes
<ul style="list-style-type: none"> <li>Improved outcomes for reading, writing, and maths reflected in 2017 achievement data.</li> <li>National standards data and 2016 AoV used effectively to raise student achievement levels.</li> <li>GATE register &amp; provisions will be introduced</li> <li>Teachers working collaboratively and utilising PD that is on offer through Community of Learning.</li> <li>Principal is well supported by Board.</li> <li>Continue to build on home/school partnership – parents will have a great knowledge of their child's learning.</li> <li>Increased links with community in learning programmes.</li> <li>Roll will grow.</li> <li>Investigate technology for senior staff.</li> <li>Culturally responsive practice will be more evident in classroom practices.</li> </ul>	<ul style="list-style-type: none"> <li>All new staff will be confirmed and the Board will continue to support the Principal to build a high achieving, effective team.</li> <li>We will continue to embed achievement strategies from 2017 so that student achievement is increased to 85% in Mathematics.</li> <li>We will introduce further technology in the senior classroom.</li> <li>We will embed our transition to school programme so it is clearly understood in the community.</li> <li>Our roll will continue to grow.</li> </ul>	<ul style="list-style-type: none"> <li>We expect to see a significant roll growth by the end of 2019 as a result of work undertaken in 2017 &amp; 2018.</li> <li>Technology will be fully embedded into the senior room.</li> <li>We will have strong relationships with the community and a well-established transition to school programme.</li> <li>In 2019 we will undertake a full strategic review in conjunction with our school and parish community to assess our focus for the next 3 years.</li> </ul>

#### *The strategic aims that we have developed for 2017 to support this goal are:*

Strategic Aim	Why	What results do we expect to see in our school over the next 12 months
All students are achieving to their full potential, with target students achieving accelerated results in Mathematics and Literacy this year.	Feedback has told us that Mathematics and Literacy are the most important areas of focus for our school community. The Board will closely monitor all student achievement throughout 2017 to ensure results are on track to achieve our targets.	<ul style="list-style-type: none"> <li>At least 80% of students will be achieving in the National Standards for Mathematics and Literacy in our school.</li> <li>Reporting to the Board will include year on year results of children</li> <li>A digital learning strategy will be developed to introduce technology into the senior room.</li> </ul>

Strategic Aim	Why	What results do we expect to see in our school over the next 12 months
Gifted and Talented children are provided with learning experiences to enable them to achieve to their full potential.	So that we offer an extension programme that takes into consideration the diverse nature of giftedness and the many definitions of gifted and talented.	<ul style="list-style-type: none"> <li>• A clear definition of Gifted and Talented students for our school is in place and understood by the school community.</li> <li>• Students are assessed against the school GATE register on an ongoing basis</li> <li>• A variety of opportunities for extension are on offer.</li> </ul>
To connect with our local community to create fun & engaging learning experiences that support & enhance learning.	So that we can draw on extra support & knowledge to help deliver a broad curriculum to our children.	<ul style="list-style-type: none"> <li>• Children will have the opportunity to participate and learn practical skills in addition to the curriculum.</li> <li>• Children will have the opportunity to engage with role models from outside the school.</li> <li>• Topics are well planned so that visitors can be utilised at the right time for the right topic.</li> <li>• Members of the community are able to make a positive difference to the learning of the children, and they feel valued when they do.</li> </ul>
To develop a relationship with local iwi to enable all children to acquire knowledge of Te Reo, and Tikanga Maori.	So that children have an appreciation & understanding of Aotearoa's cultural diversity to better support Maori and Pasifika students in their learning.	<ul style="list-style-type: none"> <li>• Te Reo is evident in the curriculum and at celebrations of learning &amp; assemblies.</li> <li>• OLS children are able to participate in a Kapa Haka group.</li> <li>• Tikanga Maori is evident throughout school life and integrated into our Values programme.</li> <li>• Staff can confidently and competently deliver learning in this area.</li> <li>• Our commitment to cultural diversity is evident in all school communications</li> </ul>
To connect with families/whanau in a meaningful way so that a strong school-home partnership is formed.	So that children feel supported in their learning both at school & at home.	<ul style="list-style-type: none"> <li>• Information relating to student achievement is regularly fed back to parents on an ongoing basis.</li> <li>• Parents are recognised for the contribution they make to the school &amp; their children's learning.</li> <li>• A strong relationship exists with the Friends of the School, and everyone works collaboratively to ensure our school is open and welcoming.</li> <li>• Events take place to welcome parents to school life, with at least one separate event per year for 'dads'</li> </ul>

Strategic Aim	Why	What results do we expect to see in our school over the next 12 months
		as it is recognised that involving male role models is vital to engage boys.
To grow enrolments through proactive marketing, and to sustain roll growth by creating a culture of excellence.	Creating a welcoming environment where children feel included and safe, so they are happy in their development and learning.	<ul style="list-style-type: none"> <li>• A promotional plan is developed &amp; implemented.</li> <li>• Local community &amp; media are positive about our school.</li> <li>• Our school has a visible presence at key community events.</li> <li>• Roll growth to 40.</li> </ul>



## Goal 2: Living and Celebrating our Catholic Faith & Gospel Values

2017 Outcomes	2018 Outcomes	2019 Outcomes
<ul style="list-style-type: none"> <li>We will have a stronger relationship with our Parish.</li> <li>Parents will be more engaged with the Parish community.</li> <li>Our new values programme will be fully rolled out.</li> </ul>	<ul style="list-style-type: none"> <li>We will build on achievements from 2017, as well as implement any recommendations or feedback as a result of our Special character review in late 2017.</li> <li>We will continue to embed our values programme.</li> </ul>	<ul style="list-style-type: none"> <li>We will focus on embedding new strategies introduced in 2017 &amp; 2018.</li> <li>Our values programme will be widely accepted and understood through the school and parish community.</li> <li>We will undertake a strategic review with our Parish community to help plan for the future as assess how far we have come.</li> </ul>

*The strategic aims that we have developed for 2017 to support this goal are:*

Strategic Aim	Why	What results do we expect to see in our school over the next 12 months
Our school is a friendly, welcoming, cooperative, collaborative, learning environment where the sacred dignity of each person is respected.	To help us achieve our vision of 'building faith'	<ul style="list-style-type: none"> <li>All students are achieving to their God given potential</li> <li>A strong and positive culture is evident throughout school life and is reflected in surveys</li> </ul>
To collaborate closely with our Parish.	To enhance and support our delivery of Catholic education.	<ul style="list-style-type: none"> <li>Strong relationship between school and parish is evident</li> </ul>
A Catholic culture of prayer, liturgy and faith-based celebration is promoted in our school.	To enhance and support our delivery of Catholic education.	<ul style="list-style-type: none"> <li>Positive feedback as a result of our Special character review</li> </ul>
Implement Gospel values as an expression of our Catholicism.	As a Catholic School we recognise that our Values programme needs to incorporate gospel values.	<ul style="list-style-type: none"> <li>Gospel values are introduced and understood by the school community</li> </ul>

## ANNUAL PLAN – EXCELLENCE IN TEACHING & LEARNING

### STRATEGIC AIM: ALL STUDENTS ARE ACHIEVING TO THEIR FULL POTENTIAL, WITH TARGET STUDENTS ACHIEVING ACCELERATED RESULTS IN MATHEMATICS & LITERACY

Actions	Due	Lead by	Review/Next Steps
Identify target children through assessment and observation in first weeks of term one and include them in Student Achievement Targets for 2017.	Mid March	Principal Staff	
Set Curriculum Action Plans (CAP) and Learning Goals for all target students in T1 and record on Targeted students monitoring sheet. Review and report on in staff meetings monthly.	T1 T2 T3 T4	Principal Staff	
Implement a system for teacher moderation, either through CoL or another school	T2 T3 T4	Principal	
Engage Student Achievement Function (SAF) Practitioner (specifically request Steve Rees who worked with school in 2016).  Staff will meet fortnightly with SAF Practitioner to action improvements & capability in areas identified.	T1 T2 T3 T4	Board Chair Principal	Principal to provide a report to the Board outlining key areas of identification.
Implement 'Genius Hour' lesson plans in the senior class which gives students a choice in what they learn on a Friday.	T2 T3 T4	Principal	
Implement system to track groups of students' achievement from year to year.	Beg T2	Principal	
Select reading and writing resources that boys especially, are interested in to engage them in reading and writing by having resources and topics of interest.	Beg T2	Principal Staff	Survey students and parents to find out other interests & use information to gather resources, plan reading/writing/topic.
Implement Chromebooks in the Senior Class to cater for a Modern Learning Environment to aid with student engagement & self-directed learning.	T3 T4	Principal	This project is reliant on funding which has been applied for.
Introduce the 'Growth Mindset' concept across entire school (staff, Board, parents, students). Provide PD for staff in this area & survey before and at the end of the year to assess the implications of concept.	T1 T2 T3 T4	Board Principal Staff	

**STRATEGIC AIM: GIFTED AND TALENTED CHILDREN ARE PROVIDED WITH LEARNING EXPERIENCES TO ENABLE THEM TO ACHIEVE TO THEIR FULL POTENTIAL.**

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
<p>Agree what Gifted &amp; Talented means for our school taking into consideration the diverse nature of giftedness and the many definitions of gifted and talented. This will be broad and may include:</p> <ul style="list-style-type: none"> <li>▪ Intellectual/ Academic</li> <li>▪ Creativity</li> <li>▪ Expression through the visual and performing arts</li> <li>▪ Social/Leadership</li> <li>▪ Culture-specific abilities and qualities</li> <li>▪ Expression through physical skill/sport</li> </ul>	End T1	Principal	Principal and staff to produce an OLS definition of G&T.
<p>Implement identification programme which includes:</p> <ul style="list-style-type: none"> <li>▪ Student questionnaires</li> <li>▪ Staff observation of students and use OTJ</li> <li>▪ Parent input</li> </ul>	Mid T2	Principal Staff	
Assess and identify target groups from data and plan effective programmes for each group.	End T2	Principal Staff Parents	Planning to reflect G&T extension in a variety of curriculum areas where appropriate
Plan programmes using internal resources (extension) and external resources such as Mind Plus that cover a range of learning styles and talents to provide opportunities for each child to achieve excellence	End T2	Principal	Planning to reflect G&T extension in a variety of curriculum areas where appropriate
Update website and enrolment material to reflect G&T process and opportunities at OLS	End T2	Principal	

**STRATEGIC AIM: TO CONNECT WITH OUR LOCAL COMMUNITY TO CREATE FUN & ENGAGING LEARNING EXPERIENCES THAT SUPPORT & ENHANCE LEARNING**

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Set up Rippa Rugby programme for T1	End Feb	Principal	Use as an opportunity to engage with parent volunteers.
Plan programmes for the following term that make use of local community resources.	End of T1 End of T2 End of T3	Principal	Provide information to Board at the beginning of each term on the topics of study, and outline where external support is required.  Add key dates to newsletter/website.  Use community Snowfed to seek support.
Create a calendar to mark the important feast days of our various cultures (Filipino, Tongan, Thai, Irish, British, Australian, Maori, Brazilian, NZ European) and work with the families of these cultures to help celebrate with all the students at OLS.	Beg T2	Principal	Add all planned events to the OLS upcoming events by beginning of Term 2.
Invite a role models/visitor/past students etc to the Library on a regular basis to help children to select engaging books to read at home.	T2	Principal	Review success at end of T2
Organise senior group to attend National Young Leaders day in Christchurch on 30 <sup>th</sup> May.	T2	Principal	Friends have agreed to fund this (\$45 per child)

**STRATEGIC AIM: TO DEVELOP A RELATIONSHIP WITH LOCAL IWI TO ENABLE ALL CHILDREN TO ACQUIRE A KNOWLEDGE OF TE REO, AND TIKANGA MAORI**

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Set up a Kapa Haka group for the children of our school	End T1	Board Chair Principal	\$2000 grant has been approved by Ashburton District Council Creative Communities funding scheme.  Use funds to engage specialist practitioner and complete project scope report in conjunction with grant requirements.
Review Cultural Diversity policy as part of SchoolDocs schedule and analyse feedback from Board, Staff & Parents.	End T1	Board Chair Principal	Review April Board meeting.
Connect with local iwi to explain our strategic goal and find out what levels of support are available, specifically investigate feasibility of a trip to a Marae or visit to observe a pōwhiri in the local area.	End T2	Principal	Create a plan for Term 3/4 onwards once a connection has been made.
Deliver Te Reo as a separate curriculum topic in Term 2. Rotate learning with Maori mythology and art.	T2	Principal	Plan for a celebration of learning to show case achievements in this area.
Plan a learning celebration for Term 4 which includes a hangi & is tie in with RE expo (see Strategic Goal 2)	End T4	Principal	
Provide details to Board and Staff of Professional Development courses available via Te Wānanga o Aotearoa & support participation for those interested.	T3	Board Chair Principal	
Link Tikanga Maori Values to the Mercy Gospel Values so the two are intertwined and used seamlessly to create 'Our Lady of the Snows Values Programme'.	T2	Board Chair Principal	
Ensure that Maori culture is evident and embraced in school life, from newsletters, to class displays, to public communications on our website, social media etc.	T1 T2 T3 T4	Principal  Staff	



**STRATEGIC AIM: TO CONNECT WITH FAMILIES/WHANAU IN A MEANINGFUL WAY SO THAT A STRONG SCHOOL-HOME PARTNERSHIP IS FORMED.**

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Termly communication with parents regarding student achievement, either via a goal setting meeting, face to face meetings, reports or SeeSaw	T2 T3 T4	Principal  Staff	
Regular information about learning in newsletter, supported by information on how parents can help their child with their learning.	T1 T2 T3 T4	Principal	
Recognise that as we are a small school, parents expect regular and ongoing feedback. Use SeeSaw to engage with parents and provide learning updates and ensure there is consistency across the school.	T1 T2 T3 T4	Principal  Staff	
Gather feedback from parents on how they would like to be involved in the school so that their skills can be best utilised. Work with the Friends to be utilise offers of support.	T2	Principal  Staff	
Hold regular assemblies and communicate these to parents	T1 T2 T3 T4	Principal	
Implement a programme to welcome new families to the school, which includes working with the Friends of the School to support this & welcoming them at school mass with an OLS candle.	T3 T4	Board  Principal	
Request regular feedback from parents to assess their engagement with the school and their understanding of how their child is progressing via newsletters	T2 T3 T4	Board  Principal	
Review communication processes to ensure a consistent approach with communication tools school wide; Email, Text, SeeSaw, Facebook, Newsletters etc	T2	Principal	
Organise an event specifically to engage dads/male role models in their child/rens learning	Beg T3	Staff	

**STRATEGIC AIM: TO GROW ENROLMENTS THROUGH PROACTIVE MARKETING, AND TO SUSTAIN ROLL GROWTH BY CREATING A CULTURE OF EXCELLENCE**

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Create a promotional and communications plan for the next 12 months which includes clear channels of communication and ensures all enrolment enquires are treated as a high priority and responded to within 24 hours.	T2	Board Chair Principal	Present to Board in May meeting.
To design a promotional flyer and distribute to community via Snowfed & website	End March	Board Chair	Review success at end of 2016 so budget for 2017 can be planned.
To connect with all local pre-schools and early education providers to create a calendar for school visits with at least 1 visit per term.  Ensure each centre has collateral and clear written information about transiting to OLS	Early T1	Principal Junior teacher	Check in termly with centres.
To have weekly OLS presence and class articles in the Snowfed	Each week	Principal Staff	Staff roster each term
Regularly attend Friends of the School meetings to ensure communication is frequent and that the group understands the Boards strategy and requirements.	Ongoing	Principal	Include updates to the Board in Principal's Dashboard report.
Work with the Friends of the School to ensure there is a presence at community events such as Mt Hutt open day, Methven High Country Fete, Methven Scarecrow Trail, A&P show, Kids Market etc – aim for at least 1 event per term.	Ongoing	Board Principal Friends of the School	Review at end of each Term so following term can be planned.
Create a database of Catholic families in the area and send a birthday card from OLS staff and students from 3 years old onwards.	Ongoing from T2 2017	Principal	Liaise with Parish and preschools to collect names and birthdates of pre-schoolers by T2.  Check in termly to gather updated information.

## ANNUAL PLAN – LIVING & CELEBRATING OUR GOSPEL VALUES

### STRATEGIC AIM: TO COLLOBRATE WITH OUR PARISH

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Gather the names of all students eligible for Baptism and First Holy Communion and work with the parish to support a parish based programme.	By the end of Term 1, 2017	Principal	
Contact the CEO for support from the RE programme in relation to the parish based sacramental programme.	T1 T2 T3 T4	Principal	
Talk to other Principals in the Diocese about how they support a Parish based sacramental programme to develop our own support programme at Our Lady of the Snows.	Beg T2	Principal	
Agenda & discuss at a Board meeting how aspects of “Appendix 3.7 Some easy, practical ideas to foster school-parish relationships”, can be implemented draw up a list for 2017.	T2	Board Chair	Agenda for May meeting

## STRATEGIC AIM: A CATHOLIC CULTURE OF PRAYER, LITURGY AND FAITH-BASED CELEBRATION IS PROMOTED IN THE SCHOOL

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Reinstate regular class attendance at Wednesday Mass	T1 T2 T3 T4	Principal  Staff  Parish Priest	Review at the end of each term to reflect on parents involvement and try new methods
Ensure there is regular weekly prayer as a school community; on Monday (whole school prayer) and Thursday (Assembly)	T1 T2 T3 T4	Principal	Staff to review end of each term and plan for the following term to ensure weekly prayers reflect Gospel values for the week/month
Teach, assess and evaluate the mandated RE programme, as per the time allocation stated in the BOT handbook (Appendix 3.3 Time allocation for Religious Education)	T1 T2 T3 T4	Principal  Staff  Supported by Cushla O'Connor	Use Y1-Y4 Benchmarks to assess for reporting to parents - see Reporting schedule  T3 Assess using the Online Religious Education Assessment for Year 4  Discuss with staff in appraisal meetings
Plan for the Sacrament of Reconciliation to be held for students during Lent and Advent	By the end of Term 1 (Lent) By end of Term 4 (Advent)	Principal  Parish Priest	Liaise with parish priest T1 & T4
Invite parents to take part in the Sacrament of Reconciliation at the same time as the students	By the end of Term 1 (Lent) By end of Term 4 (Advent)	Principal  Parish Priest	Liaise with parish priest T1 & T4
Plan for one school mass to take place in the evening, to encourage more parents to attend. Tie this in with a commissioning mass for Pattie.	Beginning of Term 2	Principal  Parish Priest	Board to review and provide feedback after event to aid with future planning.
All teachers will participate in RE502 Spirituality for Teachers, a Catholic Institute course that focuses on their own prayer life and the importance of prayer and celebrations in the school community.	End T4	Principal  Staff	

## STRATEGIC AIM: IMPLEMENT GOSPEL VALUES AS AN EXPRESSION OF OUR CATHOLICISM

ACTIONS	DATE DUE	LEAD BY	REVIEW/NEXT STEPS
Board to approve adoption of Mercy values at March meeting	March	Board Chair	
Follow up on offer from Denis (Principal) at Our Lady of the Victories Principal to find out how OLV have implemented values into their school. Adapt for OLS as necessary.	End Term 1	Principal	
Develop a plan to introduce new values to school. <ul style="list-style-type: none"> <li>• How will they be integrated into school life?</li> <li>• How do we inform existing parents of the change?</li> <li>• What information will be given to prospective parents?</li> <li>• How will they be displayed in the school?</li> <li>• How will the children</li> </ul>	April meeting	Principal	Present plan to Board & staff at the start of Term 2
Begin to implement Gospel Values and embed into school culture - i.e.: Values assembly, certificates, newsletter.	T2 T3 T4	Principal Staff	
Communicate to parents/community about OLS Values through a specific section in newsletters.  Roll out values at Assembly and use guest speakers from the community to help engagement	T2 T3 T4	Principal Staff	
Review implementation – do all members of the community know what they are?	T4	Board Chair Principal	Survey parents and community members and take into account feedback for 2018 planning



## 2017 STUDENT ACHIEVEMENT TARGETS

### STUDENT ACHIEVEMENT TARGET - ACTION PLAN FOR LITERACY; READING AND WRITING

**Target:**

To accelerate the achievement of targeted Year 5 and Year 6 students in Reading and Writing so that 80% of students across the board are achieving at or above the National Standard in these areas.

**Why this target?**

At the end of 2016, results show that:

- 73% of Year 4, 5 & 6 children are achieving 'At' or 'Above' in National Standards for Reading
- 64% of Year 4, 5 & 6 children are achieving 'At' or 'Above' in National Standards for Writing

ACTIONS	DUE DATE	LEAD BY	REVIEW/NEXT STEPS
Collect achievement baseline data for target group	Mid T1	Principal Staff	Use results to inform planning for Literacy programme.
Identify specific learning needs for individual students and plan programmes to target these needs.	T1	Principal Staff	
Engage RTLB, RTLit support agencies to ensure there are intervention programmes in place that cater specifically for student needs.	Beg T1	Principal	
Enable staff to attend Professional Development that is specific to accelerating students in Reading and Writing, specifically: <ul style="list-style-type: none"> <li>- ALL review (T1)</li> <li>- Writing Workshop (T1)</li> <li>- Oral Lang Workshop (T1)</li> <li>- Implement ALL intervention (T2)</li> <li>-</li> </ul>	T1 T2	Principal Staff	Teachers report back to other staff members on PD Staff support each other and learn from each other
Enrol senior children in BOOST program	Beg T1	Principal Staff	Analyse success upon completion
Work to know the learner, to understand their background and interests and plan appropriate writing tasks to meet student interests (tie in with student engagement survey for whole school).	Beg T2	Principal Staff	
Effective teaching strategies implemented ensuring students have daily opportunities to write	T1 T2 T3 T4	Staff	
Writing exemplars shared regularly so students see what quality writing looks like	T1 T2 T3 T4	Staff	

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- 73% of Year 4, 5 & 6 children are achieving 'At' or 'Above' in National Standards for Reading
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ACTIONS	DUE DATE	LEAD BY	REVIEW/NEXT STEPS
Ensure students (and parents) know their next learning steps for reading and writing and what they need to do in order to achieve it.	T1 T2 T3 T4	Staff	

## STUDENT ACHIEVEMENT TARGET - ACTION PLAN - MATHEMATICS 2016

### Target:

- To accelerate the achievement of targeted Year 5 and Year 6 students in Mathematics so that 80% are achieving at or above the National Standard.

### Why this target?

At the end of 2016, results show that:

- 58% of Year 4, 5 & 6 children are achieving 'At' or 'Above' in the national standards for mathematics , meaning
- 42% of Year 4, 5 & 6 children are 'Below' and 'Well Below'

ACTIONS	DUE DATE	LEAD BY	REVIEW/NEXT STEPS
Collect achievement baseline data for target group	Mid T1	Principal Staff	Use results to inform planning for Mathematics programme.
Identify specific learning needs for individual students and plan programmes to target these needs.	T1	Principal Staff	
Use Teaching as Inquiry to examine curriculum and teaching practices with the goal of raising the achievement of the priority learners identified.  T1 Recap Teaching as Inquiry in staff meeting T2 Decide on Inquiry question and implement/reflect	T1 T2	- Principal - Staff	<b>Use in Appraisal documentation</b> <ul style="list-style-type: none"> <li>- Ask questions to decide:</li> <li>- What is important (and therefore worth spending time on), given where my students are at?</li> <li>- What strategies (evidence-based) are most likely to help my students learn this?</li> <li>- What happened as a result of the teaching, and what are the implications for future teaching?</li> <li>- Analyse and interpret the information to consider what they should do next.</li> </ul>
Secure Professional Development courses for staff that support best practice in Mathematics	T2 T3 T4	Principal	
Implement Numicon by obtaining funding to purchase school wide resources & supporting staff with Professional Development once funding has been secured.	T2 T3 T4	Principal	Project is reliant on funding which has been applied for
Use Room 3 as a dedicated Mathematics (and RE) classroom	T2	Principal	
Plan and use ALIM resourcing appropriately to assist the students who will benefit	Start meetings T2 Implement T3 Present finding T4	Staff	

## STUDENT ACHIEVEMENT TARGET - ACTION PLAN - MATHEMATICS 2016

### Target:

- To accelerate the achievement of targeted Year 5 and Year 6 students in Mathematics so that 80% are achieving at or above the National Standard.

### Why this target?

At the end of 2016, results show that:

- 58% of Year 4, 5 & 6 children are achieving 'At' or 'Above' in the national standards for mathematics , meaning
- 42% of Year 4, 5 & 6 children are 'Below' and 'Well Below'

ACTIONS	DUE DATE	LEAD BY	REVIEW/NEXT STEPS
Regular moderation of OTJs and use CoL to aid moderation	T1 T2 T3 T4	Staff	
Provide information to parents to show how they can help their child with Maths	T2 T3 T4	Staff	