



POLICY 1.1 (NAG 1)

CURRICULUM DELIVERY POLICY

Rationale:

The effective delivery of teaching and learning programmes that is consistent with National Curriculum Statements is our core business. The prime focus of the BOT, school staff and the School Community, is to foster student achievement, and to encourage each student to reach their full potential.

Objectives:

- 1 *The New Zealand Curriculum* is the statement of official policy relating to teaching and learning at Tokomaru School.
2. The fundamental principles, as detailed in *The New Zealand Curriculum* will underpin and guide the design, practice and evaluation of curriculum at every stage
3. To give priority to student achievement in literacy and numeracy, especially in Years 1-4
- 4 Through a range of assessment practices, gather information that is sufficiently comprehensive to enable the progress and achievement of students to be evaluated and reported on against Curriculum Expectations. Priority will be given to achievement in literacy and numeracy.
5. To identify students and groups of students who are not achieving or at risk of not achieving the Curriculum Expectations, and those with special needs in their education. As well as identifying students who fall into the gifted and talented spectrum.
6. To develop evidence based approaches to teaching and learning that have a positive impact on student learning. Evidence tells us that students learn best when teachers:
 - create a supportive learning environment;
 - encourage reflective thought and action;
 - enhance the relevance of new learning;
 - facilitate shared learning;
 - make connections to prior learning and experience;
 - provide sufficient opportunities to learn;
 - inquire into the teaching–learning relationship.
7. The *values, key competencies, and learning areas* will provide the basis for teaching and learning across the school.
8. The school curriculum will be dynamic, regularly built on and reviewed. It will reflect and be responsive to:
 - on-going priorities as outlined in the National Administration Guidelines, as well as our Tokomaru School Strategic Plan;
 - current priorities identified through self-review;
 - classroom evidence based needs; and
 - the teachable moment.

Procedures:

Curriculum Reporting. The Principal will report to the BOT, on the following:

- a. The student achievement results, in relation to Curriculum Expectations and targets set in the Strategic Plan, including achievement and progress of Māori students.
- b. How the individual needs of students are being addressed, especially those in need of extension, and those in need of extra support in their learning (Target Students).
- c. Any special resources required for the delivery of the curriculum and staffing. The Principal will be responsible for the allocation of staff and teaching time, to deliver the curriculum.

Community Consultation and Information. The Principal will ensure that the school and Māori communities are consulted, on a regular basis, with regard to developing policies, plans and targets for improving the achievement of all students, and especially the Māori students.

Entry and Signpost Information. The Principal will ensure that appropriate entry and first year testing is completed and recorded, so that students needs can be identified. An on-going programme of assessment of student progress and achievement is to be completed and recorded. Student's progress and achievement will be measured in relation to the Curriculum Expectations After One, Two and Three years at school and thereafter at the end of each year level.

Special Needs Courses. The Principal will ensure that extra resources, including parts of the SEG Grant, are used to provide effective programmes to address the needs of students with learning difficulties, via the school SENCO.

Gifted and Talented Students. The Principal will ensure that effective programmes are available to students at all levels who require special extension, via the school SENCO.

Reporting to Parents/Caregivers. The Principal will ensure that regular records of student progress and achievement are kept by staff via eTap. That quality information is shared with parents/caregivers on student's progress and achievement in relation to Curriculum Expectations; reporting in plain language in writing twice a year.

Secondary Schooling. The Principal will ensure that students leaving Year 8 have a programme of guidance and information, to assist them and their parents to make informed choices about secondary schooling.

Curriculum Report: At the end of each year, the Principal will prepare a Curriculum Achievement Report for the BOT, that includes details on:

- a. The analysis of student achievement levels, and the progress made by students by Year Level and Gender.
- b. A summary of progress made against the annual goals.
- c. The achievement and progress of our Māori, Pasifika and students with special learning needs.
- d. The analysis of the Literacy and Numeracy levels, and the success or otherwise of any special initiatives to enhance student learning, or address barriers to learning.
- e. Analysis of Variance of the two Annual Goals (this may be done early in the year following).
- f. Target Students' progress.
- g. Maori Student Achievement across the school.

Summary of linkage between Curriculum Delivery Policy, procedures and supporting documents

<i>Procedure</i>	<i>Supporting Documents</i>
Curriculum Reporting	Principal's report at BOT meetings Analysis of Variance Report Annual Summary of Our Achievements Report
Community Consultation and Information	Strategic Plan Documents Parent Newsletter, Facebook, School App Website & Parent Information Handbook (& Learner Pathway Parent Booklet) Curriculum Delivery Documents (available at school) Enrolment Pack Annual Programme for Reporting to Parents and Whanau
Entry and Signpost Information	Student Assessment Records on eTap Preparing for school procedure Reports
Special Needs/Gifted and Talented	Special Needs and abilities register (held by SENCO/on eTap) Gifted and Talented Procedure RTLB Referral Process document
Reporting to Parents/Caregivers	Student Assessment records Student's Goal Setting (on reports) Annual Programme for Reporting to Parents/Caregivers and Whanau
Procedures for Classroom programme plan and delivery	Gifted and Talented Procedure Tokomaru School Curriculum Delivery Document Special Needs and abilities register (held by SENCO/on eTap)

Related documents:

<i>Tokomaru School Curriculum Delivery Document (Curriculum Overview)</i>	<i>National Administration Guidelines</i>
<i>Tokomaru School Raising Standards Through Assessment guide</i>	<i>The New Zealand Curriculum (for English Medium Years 1-8)</i>

Reviewed: February 2021
Approved: March 2021

Reviewer: Sonia Mudgway & Matt Henry
Next Review: February 2024

Approved by.....

Date:.....