

**Charter  
and  
Annual Action Plan  
2022**



**KIMBOLTON  
SCHOOL**

# **KIMBOLTON SCHOOL CHARTER**

Working together with friendship  
mahi tahi i roto i te hoa tanga, me te whanaungatanga

## **MISSION STATEMENT**

To create a supportive learning environment that will inspire the children to fully realise their educational and personal potential enabling them to make a positive contribution to the wider community.

## **SCHOOL DESCRIPTION**

Kimbolton School is a co-educational full state primary school situated in the township of Kimbolton approximately 28 kilometres from Feilding. Kimbolton School has three classrooms which, along with associated buildings, are in good condition.

Over the years the peak school roll has fluctuated. In 2018 the school roll peaked with 72 students. Children come from the wider northern Manawatu area to attend Kimbolton School. The school enjoys a high level of parental and community involvement and all school activities are well supported.

All of our decisions are centred around what is best for each child and we want our staff to be motivated to be at Kimbolton School.

The current 2022 roll is 46.

## **VIRTUES**

### **At Kimbolton School we value**

compassion, respect, courtesy, consideration, tolerance, honesty, excellence, teamwork, communication, independence, respect, open mindedness, trustworthiness, confidence and cooperation

These are encompassed in our school WAKA values.

Whanau

Attitude

Kindness

Achievement

# STRATEGIC GOALS

Children will achieve excellence across all areas of the curriculum with emphasis on Literacy and Numeracy.

To develop awareness and learn about New Zealand's cultural diversity

Develop a culture of high performance and critical investigation

Provide equitable opportunities for all students to learn and succeed

The Kimbolton School Board undertakes to take all reasonable steps to achieve the purposes, aims and objectives in this charter, to take full account of the National Education Guidelines and to meet all statutory obligations.

# KIMBOLTON SCHOOL VISION

## ***To unleash the potential of all.***

Characterised by students, staff, whānau, community and the board all experiencing success.

### **Children**

- Take responsibility for their actions and drive their learning
- Are respectful, considerate and confident
- Are proud of their achievements and their school
- Feel safe and cared for
- Are encouraged and challenged

### **Management**

- Provides high quality leadership to the school
- Supports, values and empowers others
- Maintains effective relationships between home and school
- Plan for an exciting, compelling future
- Monitors the progress toward meeting the school's goals

### **Teachers**

- Provide a high quality innovative curriculum.
- Show enthusiasm and foster a love of learning
- Receive timely, intensive support, of high quality
- Have high expectations of themselves and their students
- Are committed to their own professional growth
- Work in partnership with parents/caregivers
- Are positive and professional

### **Policies, Procedures and Guidelines**

- Are developed through consultation where appropriate
- Are clearly stated and easily understood
- Are accessible
- Are reviewed as part of the review cycle

## **Board**

- Is a good employer
- Is well informed and engages in ongoing training.
- Ensures resources are effectively managed
- Plans for the future and engages in robust internal evaluation.
- Consults effectively with the Kimbolton Community
- Meets the requirements of the Nelps.
- Maintains a safe environment for staff and students

## **Curriculum Programmes**

- Are delivered in an interesting, relevant way
- Literacy and Numeracy programmes are designed to meet the needs of all children
- Prepare our students for the future
- Fulfil National Curriculum requirements
- Are reviewed and updated regularly

## **Support Staff**

- Are supportive of the school and its aims
- Feel valued and part of a team
- Are positive and professional

## **Parents**

- Feel welcome and included
- Are well informed
- Encourage their children in their learning
- Respect the professional judgement of the teachers
- Are supportive of the Board, staff and school.

## **Environment**

- The school environment is attractive and welcoming
- Reflects our ethos of caring for the environment
- Supports student learning
- Is child friendly
- Is safe and well maintained

# 2022 - 2024 Strategic Goal and Annual Goals 2022

STRATEGIC GOAL 1	2022 TARGET	Actions	Indicators	Who, When
<p>Children will achieve excellence across all areas of the curriculum with emphasis on Literacy and Numeracy.</p> <p><i>All students are successfully able to access the NZ curriculum which is evidenced by progress and achievement in relation to The New Zealand Curriculum Levels.</i></p> <p><b>Annual Goal 1a</b> Embed play based learning through the junior programme. This will be known officially as Creative Learning, at Kimbolton School.</p>	<p>90% of all students achieve at or above the expected level, in Reading, by December.</p> <p>90% of all students achieving at or above the expected level, in Writing, by December</p> <p>90% of all students achieving at or above the expected level, in Maths, by December</p> <p><b>Annual Goal 1 Targets:</b> -Student wellbeing will be high, allowing for a</p>	<p><b>Annual Goal 1a</b></p> <ul style="list-style-type: none"> <li>- Allocate, through the budget, a financial commitment to establish this.</li> <li>- Visit schools where play based learning is already in place.</li> <li>- Meet with the community to outline the differences and similarities between Creative Learning and previous learning programmes in the junior room.</li> <li>- Allocate PD to allow for clear understanding around planning, monitoring and assessment.</li> <li>- Generate baseline data to allow monitoring of the programme’s effectiveness.</li> <li>- Design, and administer a wellbeing survey for the junior students around their experiences at Kimbolton School.</li> </ul> <p><b>Annual Goal 1b</b></p> <ul style="list-style-type: none"> <li>- Develop consistent assessment tools, based on Year levels, that allow consistency, through the years.</li> <li>- Set consistent time lines around different forms of assessment.</li> <li>- Ensure teachers are upskilled in the forms of assessment used, including analysing tests and using matrices.</li> <li>- Use data to create individual learning plans for all students below expectation.</li> </ul>	<p><b>Annual Goal 1:</b></p> <ul style="list-style-type: none"> <li>- Budget will take into consideration the needs of the programme.</li> <li>- Community will see academic and social benefits of the programme.</li> <li>- Student wellbeing surveys will support the idea that they are feeling good about themselves, and their school experiences.</li> <li>-</li> </ul> <p><b>Annual Goal 2:</b></p> <ul style="list-style-type: none"> <li>- The school will operate under one assessment schedule.</li> <li>- Teachers will have individualised learning plans for all students working below expectation.</li> </ul>	<p>Principal Teachers Board</p> <p>Ongoing</p>

<b>Annual Goal 1b</b> Strengthen assessment and the validity and use of student data.	better learning experience.  -By 2024 academic data for Year 3 students will reflect growth from 2021 data.			
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STRATEGIC GOAL 2	2022 TARGET	Actions	Indicators	Who, When
<p>To develop awareness and an understanding of New Zealand's cultural diversity</p> <p><b>Annual Goal 2a</b> To develop a sustainable Te Reo programme at Kimbolton School</p> <p><b>Annual Goal 2b</b> Students identified as Maori are engaged in their learning and are achieving educational success, with pride in their identity, Maori language and culture.</p> <p><b>Annual Goal 3:</b> Whanau are engaged in their children's learning</p>		<p><b>Annual Goal 2a and 2b</b></p> <ul style="list-style-type: none"> <li>● Teachers working within the Feilding Kahui Ako – Creating links with iwi. - AG 2a</li> <li>● Teachers incorporating aspects of Te Reo / Tikanga in the classroom AG 2a</li> <li>● Children exposed to aspects of the culture through- haka, poi, art works, Waiata, Hangi AG2a</li> <li>● Find out who our local Iwi is. AG2a</li> <li>● Students taught the significance of Matariki AG2a</li> <li>● Have discussions with Maori and Iwi when developing a localised curriculum. AG2a</li> <li>● To provide school wide topics that develop awareness of Maori traditions and protocol AG2a</li> <li>● Report on Maori achievement. AG2b</li> </ul> <p><b>Annual Goal 2c</b></p> <ul style="list-style-type: none"> <li>● Ensure community events are planned.</li> <li>● Build strong communication and relationships with the community.</li> <li>● Involve parents of students identified as Maori as much as possible</li> <li>● Board induction provided following September elections.</li> </ul>	<p><b>Annual Goal 2a and 2b</b></p> <ul style="list-style-type: none"> <li>● Teachers engaging with the Feilding Kahui Ako</li> <li>● Obvious use and understanding of Maori language and culture in classrooms /school /school events e.g., karakia – opening and closing</li> <li>● An awareness of, and contact made with, our Iwi.</li> <li>● Classroom units around Matariki</li> <li>● Evidenced consultation with Maori, within our community.</li> <li>● Clear, concise school wide topics / overviews.</li> <li>● Evidence of regular communication with parents of students identified as Maori, including reporting on progress and needs, academically and socially.</li> </ul> <p><b>Annual Goal 2c</b></p> <ul style="list-style-type: none"> <li>● Range of community events planned over the year.</li> <li>● Ongoing newsletters, use of school apps and email.</li> <li>● Regular check-ins with the parents of students identified as Maori.</li> </ul>	<p>Principal Teachers</p> <p>Term 1-4</p>



STRATEGIC GOAL 3	2022 TARGET	Actions	What success looks like	Who, When
<p>Develop a culture of high performance and critical investigation</p> <p><b>Annual Goal 3:</b> Have systems in place to strengthen Professional Learning of teaching and leaders</p>		<p><b>Annual Goal 3:</b></p> <ul style="list-style-type: none"> <li>● Develop job descriptions with individual teachers, focused on growth opportunities.</li> <li>● Give teachers increased responsibility around curriculum budgets.</li> <li>● Develop a Professional Growth Cycle. <ul style="list-style-type: none"> <li>- Research around other schools models</li> <li>- Generate draft ideas</li> <li>- Collaborate with staff</li> <li>- Firm up ideas</li> <li>- Finalise and implement PGC for all teaching staff.</li> <li>- Review process at the end of 2022.</li> </ul> </li> </ul>	<p>Job descriptions completed and being followed.</p> <p>Teachers manage budgets and have robust plans around their spending.</p> <p>Teachers experiencing growth and a Professional Growth Cycle documentation completed and teachers following guidelines and reporting back, with clear growth goals.</p>	<p>Principal Teachers</p> <p>Term 1-4</p>

STRATEGIC GOAL 4	2022 TARGET	Actions	Indicators	Who, When
<p>Provide equitable opportunities for all students to learn and succeed</p> <p><b>Annual Goal 4a</b> Have Enviro offered to the whole school,</p> <p><b>Annual Goal 4b</b> Introduce a music programme.</p> <p><b>Annual Goal 4c</b> Create a core set of values and bring them alive through the school and in the community.</p>		<p><b>Annual Goal 4a</b></p> <ul style="list-style-type: none"> <li>● Reshape timetable to ensure that classes receive the specialist skills of our enviro teacher.</li> <li>● Have links between enviro topics and learnings run through the classroom programmes.</li> </ul> <p><b>Annual Goal 4b</b></p> <ul style="list-style-type: none"> <li>● Find / allocate funding to support a new staff member.</li> <li>● Employ a music specialist.</li> <li>● Work alongside this person to develop a sustainable programme.</li> <li>●</li> </ul> <p><b>Annual Goal 4c</b></p> <ul style="list-style-type: none"> <li>● Have discussions with staff and students around our current WAKA values.</li> <li>● Create more specific statements around what we want to see daily from students.</li> <li>● Collaborate with staff to confirm additional statements and specific language around this.</li> <li>● Increase signage around the school, with all students, staff and the community educated around the benefits of consistent language.</li> <li>● Teach the vocab and wider understanding of the values.</li> </ul>	<p><b>Annual Goal 4a</b></p> <ul style="list-style-type: none"> <li>● Timetables will be adjusted to allow all students to complete enviro sessions.</li> <li>● Small groups will run, to ensure deeper opportunities are available.</li> </ul> <p><b>Annual Goal 4b</b></p> <ul style="list-style-type: none"> <li>● Music specialise will be employed and a programme developed.</li> </ul> <p><b>Annual Goal 4c</b></p> <ul style="list-style-type: none"> <li>● Values will be clearly explained.</li> <li>● Signage will be completed and will be highly recognisable.</li> </ul>	<p>Principal Teachers</p> <p>Term 1-4</p> <p>Board</p>

# KIMBOLTON SCHOOL *Values*

<b>Whānau</b>	We build positive relationships.	<ul style="list-style-type: none"> <li>- We show interest in other people.</li> <li>- We accept diversity.</li> <li>- We communicate clearly and positively.</li> </ul>
	We ensure everyone has a sense of belonging.	<ul style="list-style-type: none"> <li>- We are polite and courteous.</li> <li>- We are inclusive.</li> <li>- We are open to new opportunities.</li> </ul>
	We take pride in belonging to our school.	<ul style="list-style-type: none"> <li>- We show mana when representing our school.</li> <li>- We share the good things we are doing.</li> <li>- We care about our school environment.</li> </ul>
<b>Attitude</b> <i>Ngākau reka</i>	We have a can do attitude.	<ul style="list-style-type: none"> <li>- We set high expectations.</li> <li>- We have a growth mindset.</li> <li>- We take risks with our learning.</li> </ul>
	We act responsibly at all times.	<ul style="list-style-type: none"> <li>- We work hard, even when no one is looking.</li> <li>- We focus on what we need to be doing.</li> <li>- We react appropriately to different situations.</li> </ul>
	We show enthusiasm and commitment in all we do.	<ul style="list-style-type: none"> <li>- We persevere, even when challenged.</li> <li>- We give a range of things a go.</li> <li>- We talk about our learning with others.</li> </ul>
<b>Kindness</b> <i>Mākoha</i>	We interact with respect.	<ul style="list-style-type: none"> <li>- Our language is positive and supportive.</li> <li>- We listen to the views of others.</li> <li>- We respect boundaries.</li> </ul>
	We are helpful and considerate.	<ul style="list-style-type: none"> <li>- We show empathy towards others.</li> <li>- We are tolerant of others.</li> <li>- We use our initiative to support others.</li> </ul>
	We care for property, ourselves and others.	<ul style="list-style-type: none"> <li>- We ask for help when we need it.</li> <li>- We offer to help others when they need it.</li> <li>- We look after learning tools.</li> </ul>
<b>Achievement</b> <i>Panekiretanga</i>	We want to learn more and know more.	<ul style="list-style-type: none"> <li>- We are always curious.</li> <li>- We constantly try to improve.</li> <li>- We value feedback and guidance.</li> </ul>
	We allow ourselves and others to achieve their best.	<ul style="list-style-type: none"> <li>- We remain focused on learning.</li> <li>- We are organised and prepared for learning.</li> <li>- We cooperate with each other to learn.</li> </ul>
	We acknowledge and celebrate success.	<ul style="list-style-type: none"> <li>- We look for the good things people are doing.</li> <li>- We tell people when they have done a good job.</li> <li>- We accept praise with respect and humility.</li> </ul>

