



Documentation and Self Review (Internal Evaluation) Policy

Rationale

To ensure good governance we will develop and implement a programme of self-review and documentation in regards to how the National Education Goals are being implemented.

Purpose

To implement processes of self-review (internal evaluation) that identify strategies for continuous improvement to ensure that quality learning and teaching take place at Kahurangi School.

Guidelines

The Kahurangi School board of trustees, with the Principal and teaching staff;

1. Develops the charter as its major policy statement and the guiding document for the school. The charter is updated each year and provided to the Ministry of Education.
2. Develops and implements a strategic plan. The plan documents how the school meets the National Education Guidelines through its policies, plans, and programmes including those for curriculum, assessment, and staff professional development.
3. Reports to students and their whānau on the progress and achievement of individual students
 - on the basis of good quality assessment information
 - in 'plain language', in writing, at least twice a year
 - across the National Curriculum, as expressed in The New Zealand Curriculum, including in literacy and numeracy.
4. Reports to the school community, without identifying individual students, on the progress and achievement of students as a whole in groups, including the achievement of Māori students, on the basis of good quality assessment information.
5. Maintains a comprehensive programme of self review, and ongoing cyclical internal evaluation and inquiry, including:
 - plans and programmes
 - evaluation of student progress and achievement information, based on good quality assessment information
 - implementation audits and reports
 - a triennial review of policies and procedures
 - special reviews triggered by emerging issues and unforeseen events.
6. Provides a statement providing an analysis of any variance between the school's performance and the relevant aims, objectives, directions, priorities, or targets set out in the school charter. This is provided at the same time as the updated school charter is provided to the Ministry of Education.

7. Conducts an annual review of board performance, which considers the annual report, ERO report, the board roles and responsibilities, and any relevant matters.

Resources

- ERO: Effective School Evaluation

Date approved by the Board | 1 July 2020



Cathryn Curran-Tietjens | Board Chairperson