Totara College of Accelerated Learning

Charter
2020

I press towards the mark
Philippians 3:14

Spiritually
Academically
Socially
Physically

MISSION STATEMENT

Totara College provides Biblically-based, Christian education to assist parents in their God-given task to bring up their children in the "training and guidance of the Lord" so that they may, "serve and love the Lord their God with all their heart, soul, mind and strength."
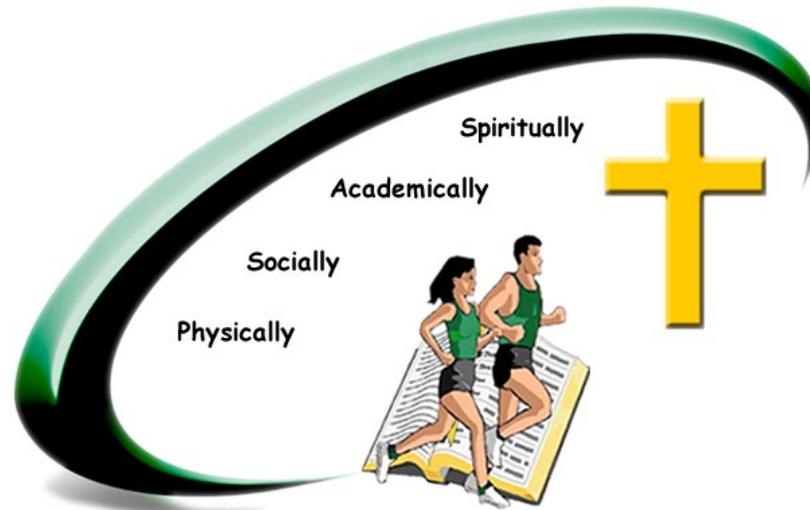
Deuteronomy: 6:5
Ephesians 6:4

Reaching our God given potential:
Spiritually, academically, socially and physically

Respect

Whakaute

Integrity

Ngakau tapatahi

Spirituality

Academically

Socially

Physically

I press towards the mark...

Philippians 3:14

Diligence

Ahuwhenua

Kindness

Atawhai

Reaching our God given potential:
Spiritually, academically, socially and physically

VISION

Totara College of Accelerated Learning will establish a learning environment:

- which reflects the characteristics of the Kingdom of God: righteousness, joy and peace
- where we have staff with Christian beliefs and values in keeping with our Special Character
- where we provide students with a high quality curriculum, resources and facilities
- which empowers all students and staff to reach excellence in their God given potential, academically, socially, physically and spiritually
- where parents feel welcomed and can be involved in their children's education
- recognized by the wider community as setting exemplary standards of excellence

OBJECTIVES

Totara College of Accelerated Learning is committed to develop and provide:

- a biblically based curriculum, resources and teaching strategies that will effectively deliver a comprehensive and balanced learning programme
- teaching staff of a high calibre through effective, ongoing, professional development programmes
- facilities of a high standard, that will provide the learning environment to deliver excellence in curriculum objectives
- student management strategies that reward and recognise achievement and honour godly character and behaviour
- effective relationships with parents and the college community through open dialogue and a friendly welcoming school environment

DESCRIPTION

Totara College of Accelerated Learning was established in 1978 as the Dannevirke Christian School, a ministry of the Dannevirke Christian Fellowship. The college changed its name in 1995 and became integrated in November 1996, and continues to be an integral part of the churches ministry.

The college is a Year 1-13, integrated Area School, with a roll capped at 75, although the present facilities are able to accommodate a roll of 130 students. The composition of the college represents a wide range of Christian denominations from all socio-economic and ethnic backgrounds and caters for students of varying abilities from special needs to accelerate learners.

Situated on two hectares at the northern boundary of Dannevirke, the college comprises five modern learning centres, computer suite, technology block and hall, multi purpose teaching space, an administration block, an adventure playground, tennis court, and playing fields.

Totara College of Accelerated Learning teaching and support staff provide quality learning programs tailored to meet individual needs in a low pupil: teacher ratio environment.

The College is governed by a Board of Trustees committed to ensuring excellence in the education it provides and the Christian values it upholds.

CORE VALUES

Totara College has 4 Core Values:

- Integrity *"Providing for honest things, not only in the sight of the Lord, but also in the sight of men." II Corinthians 8:21*
- Kindness *"And be ye kind one to another, tender hearted forgiving one another, even as God for Christ's sake hath forgiven you." Ephesians 4:32*
- Respect *"And we beseech you, brethren, to know them which labour among you, and are over you in the Lord, and admonish you; And to esteem them very highly in love for their work's sake. And be at peace among yourselves." I Thessalonians 5:12-13*
- Diligence *"And whatsoever ye do, do it heartily, as to the Lord, and not unto men." Colossians 3:23*

PACE

The Accelerated Christian Education PACE curriculum, including the 60 Character Traits emulated in the life of Christ, is an integral part of our school, and is one of the main tools we use in teaching the New Zealand Curriculum.

The scope and sequence of A.C.E.'s Christian individualized learning programme allows students to move from simple to complex and from concrete to abstract as they progress from Yr1 through to Yr13, using all three levels of the learning process - knowledge, understanding, and wisdom.

The structure and procedures used in the PACE are designed to enable students to moderate and manage their own progress and achievement and also to provide teachers with the tools to maximize the quality and effectiveness of that learning. There is a final mastery test for each PACE, and students must gain a minimum mark of 80% to continue with the next PACE. For secondary students each PACE is linked to the ACE Certificate that they are working towards.

The PACE structure offers one of the most robust moderation and assessment systems available to teachers, and allows for continuous, ongoing review and assessment.

REPORTING ON STUDENT ACHIEVEMENT

Staff will report in writing and plain language to students and their parents on the student's progress and achievement in relation to NZ Curriculum Document twice a year.

The staff will report for the Board of Trustees:

- How Students are progressing and achieving including by Māori, Pasifika and by gender (where this does not breach an individual's privacy)
- Areas for improvement
- Planned actions for lifting achievement

PRODUCTIVE PARTNERSHIPS

30% of our students identify their ethnicity as of Maori descent. The school embraces its cultural diversity and embraces Tikanga Maori. Totara College's recognises its responsibilities toward our Maori learners and all teachers and leaders seek to build sincere relationships through engagement with our local Maori community.

We

- recognise the need to identify and provide for Maori students
- will track achievement
- will raise achievement of Maori students
- implement individual programmes if required
- will provide Te Reo, Taha and Tikanga Maori instruction
- will consult with Maori parents annually

COMMUNITY CONSULTATION

Community consultation at Totara College, is 'meaningful, respectful partnership between us and our parents, whānau, and communities'. Engagement with school families and the wider local community, helps improve student's academic, health and social experiences. It also brings understanding of the values, aspirations and expectations of the community, not only improving student learning but helping build stronger families and healthier communities.

We consult through:

- Proprietors
- Newsletters
- Family Forums
- Families
- Church
- Staff
- BOT

Reaching our God given potential:
Spiritually, academically, socially and physically

Totara College of Accelerated Learning

Strategic Plan
2020 - 2022

The following strategic objectives have been developed by Totara College Board of Trustees,
after consultation with the school community, staff and students.

Strategic Objectives		Priorities 2020-2022
Students' Learning	Improve outcomes for all students, particularly Maori, and children with special needs	To research "what does effective teacher practice look like at Totara College" To accelerate progress of students performing below expectations in Math/Writing/Reading To identify specific targets to meet the needs of students who are in danger of losing learning and effectively provide learning support To improve Teacher as Inquiry (TaI) practices with clear links to teacher appraisal systems thus ensuring it is embedded in teacher practice To ensure Maori akonga are tracked and their needs targeted as appropriate To ensure that the school's curriculum offers appropriate pathways for Year 11-13 students to meet their interests, aspirations and abilities.

	Strategic Objectives	Priorities 2020-2022
Students' Learning (continued)	Improve quality of reporting to BoT	To research data available for BoT reporting under MUSAC
	Implement Digital Technology Curriculum	To integrate the Digital Technology Curriculum into Year 1-10 and (Years 11-13 if they choose)
	Review and improve Curriculum Documents	To complete review of Totara College Curriculum Document
		To review Math & English Curriculums as well as other Learning Areas
	Ensure Christian Values are in our teaching and learning	To weave Christian Values into every area of school life
Wellbeing	Ensure Totara is a safe and healthy learning environment	To review Restorative Justice Practices and strengthen staff ability to work within it
		To survey school and school community re anti-bulling culture
	Create a culture where each individual feels valued	To build a community of valuing each other – from staff to students, students to students, staff to parents etc. and vice versa
	Value our staff and ensure they are encouraged and professionally developed	To build a community of valuing each other and being the best we can be as a combined staff group
		To actively share through our CoL with other teachers
	Provide Christian Service opportunities	To be involved in the community of Dannevirke by using services opportunities to share God's love
	Review Community Engagement	To investigate current community consultation processes and develop a plan for future implementation
Organisation	Strengthen policies and procedures	To ensure policies and procedures around child safety are robust and meet expectations
		To ensure that documentation of all areas in the college be up to date and relevant
		To maintain an ongoing and evidence-based programme of review in relation to policies and procedures
		To review and refine out Missions Policy

Strategic Objectives		Priorities 2020-2022
Organisation		To regularly review and minimise risks to staff and students
	Revamp Totara College Website	To overhaul our College website and bring it up to date and make it user friendly and relevant
	Continue to implement 10 yr Property Plan	To complete sand pit and set up of new library To enclose the school hall To repair swing area To erect sign at school gate Paint LC 1,2 exterior Paint art/reading room interior Stop leaks in Secondary building's roof Cover the Hall walkway

Totara College of Accelerated Learning

Annual Plan
2020

Strategic Objectives	2020 Goal	Actions	Led by	When	Budget	Short Report
		Student's Learning				
Improve outcomes for all students, particularly Maori, and children with special needs	To research "what does effective teacher practice look like at Totara College" To accelerate progress of students performing below expectation in M/W/R	With CoL initiative, work with 'Vision Education' on PD with staff around this topic, plus insert findings into our Curriculum Document Curriculum and Achievement plan actioned for 2020 and teachers upskilled in acceleration processes through CoL PD	DM BH	End of Term 1 Ongoing, complete Term 4	N/A CoL Teachers to use related budgets to resource $3,000	 *Improvement Plan to be used for documenting this major goal

Strategic Objectives	2020 Goal	Actions	Led by	When	Budget	Short Report
		Student's Learning				
Improve outcomes for all students, particularly Maori, and children with special needs (continued)	To improve Teacher as Inquiry (TaI) practices with clear links in teacher appraisal system thus ensuring it is embedded in teacher practice	Further develop tracking of progress on staff TaI's, imbedding leading questions that require in-depth inquiry into teaching practice based on students' learning needs	DM	Ongoing, complete Term 4	N/A CoL	
Improve quality of reporting to BoT	To research data available for BoT reporting under MUSAC/EDGE	Research what data MUSAC/EDGE will print out and what we need to input to get the information we require for BoT reporting, trial reports, consult and action new reports	AM	By Term 2	N/A	
Implement Digital Technology Curriculum	To integrate the Digital Technology Curriculum into Year 1-10 and (Years 11-13 if they choose)	Integrate Digital Technology into lesson plans for Year 1-10 classes	AM	Ongoing, complete Term 4	$1,000	*Improvement Plan to be used for documenting this major goal
Review and improve Curriculum Documents	To complete review of Totara College Curriculum Document	Complete the pages relating to the Primary and Secondary Curriculum in our College Curriculum Document then share with school community	DM	End of Term 1	N/A	
	To review Math, English and PE/Health Curriculums	Review and rewrite as necessary our Math, English and PE/Health Curriculums and schemes of work	RP/BH MA/JM	End of Term 1	N/A	

Strategic Objectives	2020 Goal	Actions	Led by	When	Budget	Short Report
		Wellbeing				
Ensure Totara is a safe and healthy learning environment	To review Restorative Justice Practices and strengthen staff ability to work within it	Staff Meeting on Restorative Practice and system put in place for recording meetings etc	SA	Ongoing	N/A	
	To survey school and school community re anti-bullying culture	Conducting survey with school community, collate and share back to community, any issues resolved	SA	Term 2	N/A	
Value our staff and ensure they are encouraged and professionally developed	To build a community of valuing each other and being the best we can be as a combined staff group	Professional development focus on best practice and acceleration	DM	Through year	$4,000	
		Continuation of strategies to value teachers ie morning teas, afternoon teas, pastoral visits etc	DM	Through year	$400	
Provide Christian Service Opportunities	To be involved in the community of Dannevirke by using services opportunities to share God's love	Involvement in Easter, ANZAC, and Christmas events in Dvke.	DM	Through year	$500	
		Service opportunities eg visits to Rest Homes, baking, servers at Hub catered events	DM			
		Take DCF Church Service	RP			
		Buddy System with senior students working with junior students	RP			
		School Leaders training and taking responsibility for assembly events, morning tea duty – with a focus on serving their peers through service	DM			
		Honor students who serve	DM			
		Sharing of Convention items	RP/JM			

Strategic Objectives	2020 Goal	Actions	Led by	When	Budget	Short Report
		Organisation				
Strengthen policies and procedures	To ensure policies and procedures around child safety are robust and meet expectations	Formal documentation of procedures related to risk management for school trips and EOTC are all relevant and all necessary documents are clear and available to all staff with detailed check lists	SA	Term 2	N/A	
	To maintain an ongoing and evidence-based programme of review in relation to policies and procedures	Strengthen the review schedule for policies and procedures and then ensure that these are all reviewed at the relevant time	DM	Term 1	N/A	
Revamp Totara College Website	To overhaul our College website and bring it up to date and make it user friendly and relevant	Contract Pete Smithies Media to work on website and make brochure	DM	Term 1	$1500	
Continue to implement 10 yr Property Plan	To complete sand pit and set up of new library To erect sign at school gate Painting Repairs	Sand Pit to be completed Library to be up and running for students to use and new resources brought Sign designed and erected Paint LC 1,2 exterior Paint art/reading room interior Stop leaks in Secondary building's roof	DM AM DM	Term 1 Mid year asap	Proprietors $500 $315 + materials	

Improvement Plan – Student's Learning

Strategic Goals: Improve outcomes for all students, particularly Maori, and children with special needs
To accelerate progress of students performing below expectation in M/W/R

Annual Goal: accelerate progress of students performing below expectation in Numeracy	**Annual Target:** where do we want to be by end of yr (focus on student outcomes)

Baseline data: where are we now

Key Improvement Strategies:

What do we have to learn, what will we do, who is responsible

When:	What:	Who	Indicators of Progress: what will we see

Monitoring: How are we going, check each term, where are gaps, what needs to change

Resourcing

Improvement Plan – Student's Learning

Strategic Goals: Implement Digital Technology Curriculum

Annual Goal: To integrate the Digital Technology Curriculum into Year 1-10 and (Years 11-13 if they choose)	**Annual Target:** where do we want to be by end of yr (focus on student outcomes)

Baseline data: where are we now

Key Improvement Strategies:

What do we have to learn, what will we do, who is resposible

When:	What:	Who	Indicators of Progress: what will we see

Monitoring: How are we going, check each term, where are gaps, what needs to change

Resourcing