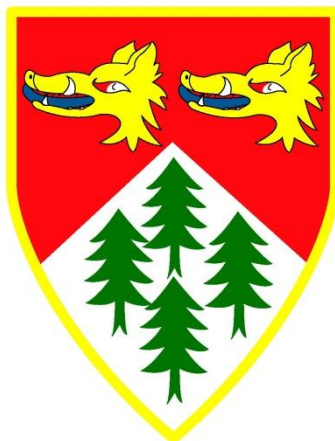


# Edgecumbe College

## **CHARTER INTRODUCTION 2012**

### **INTEGRITY**



### **Edgecumbe College Badge and Motto**

The Shield is rimmed with gold, signifying worth or value. It could also signify the butter, or golden sunshine, of the Rangitaiki Plains.

The boar, second only to the lion for courage, is featured also in the Earl of Edgecumbe's coat of arms. The two golden boars' heads grin wickedly in the red background – red, the colour of blood, or life.

The pointed chevron straddling the shield stands for Mt Edgecumbe (Putauaki) and the stylised trees, representing the timber wealth of our area, stand out against a white field signifying purity.

The green trees represent the lush grass growth on the Rangitaiki Plains.

The motto is a single word INTEGRITY. This word is rich in meaning and association – sincerity, purity, honesty, uprightness, completeness, soundness, worth and commitment – which encompasses our core values. It is a word implying quality in all things, a worthwhile ideal for all persons associated with Edgecumbe College.

### **EDGECUMBE COLLEGE**

Edgecumbe College was opened in 1963 and is situated on College Road in the Edgecumbe Township. Our college is well equipped with facilities (including solar heated swimming pool, gymnasium, music suite, library, (technology and computer facilities.) that support the wide range of subjects that we are able to offer our students and wider community. Since 2008, we have had renovations or refurbishments done to our gymnasium; our canteen complex with a covered area for students; our library; foyers and classrooms; with an upgrade in our heating system.

Edgecumbe College is committed to providing programmes that meet the teaching and learning needs of our students. The school's significant Maori population means that all reasonable steps are taken to incorporate Te Reo Maori me ona tikanga into our school's curriculum and many facets of school life. Students wishing to be taught in immersion Maori will be referred to an appropriate nearby institution.

# Edgecumbe College

## **Mission Statement**

Edgecumbe College will provide quality education that meets the needs and aspirations of the students, staff, whanau and wider community.

## **VISION**

### ***Learners Today ~ Leaders Tomorrow***

**Edgecumbe College will be the school of choice for secondary students residing in the Rangitaiki Plains catchment area.**

This vision will be fulfilled through:

#### **Quality Learning and Teaching:**

- Achieving excellent learning outcomes for students
- Providing effective teaching

#### **Personal Excellence:**

- Providing an environment that encourages excellence
- Producing positive contributing members of society.

#### **Bi-cultural Philosophy:**

- Developing a partnership between Maori and Non-Maori - embracing each other's differences and similarities.

#### **Whanaungatanga/Pastoral care:**

- Providing a supportive, caring, respectful environment, encouraging a sense of belonging amongst staff, students, whanau and community.
- Providing a safe and secure physical and emotional environment.

#### **Community Involvement:**

- Promoting a sense of belonging that encourages community involvement in the school
- Offering teaching and learning opportunities that meet the needs of the community

## **Core Values**

### **INTEGRITY**

- To be honest, sincere, trustworthy.

### **PERSONAL EXCELLENCE**

- To be the best we can be.

### **RESPECT**

- Care for self, others and property.

### **WHANAUNGATANGA**

- Promote family values; make connections with each other – building an Edgecumbe College family.

### **RESPONSIBILITY**

- Take responsibility for our actions and accept the consequences.

# Edgecumbe College

## **STRATEGIC GOALS**

- **STUDENT ENGAGEMENT**
- **QUALITY ACHIEVEMENTS**
- **LEADERSHIP**
- **RELATIONSHIPS**
- **CULTURAL AWARENESS**

### **STUDENT ENGAGEMENT:**

<b>Student Engagement</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Students will be fully engaged in all aspects of school life	<p>Consultation with the staff students and wider community will result in an Edgecumbe College Graduate Profile</p> <p>All staff will be appraised to identify areas of strength and professional development requirements with regard to student engagement</p>	<p>The Graduate profile will be part of the introductory section of the 2013 charter and will help guide the strategic and annual sections of the charter</p> <p>On-going professional development will take place to support student engagement</p>	<p>Self-review will show the school is actively working towards delivering the graduate profile and inform future planning</p> <p>Student achievement and attendance will continue to improve</p>

### **QUALITY ACHIEVEMENTS:**

<b>Quality Achievements</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Every student will be given the opportunity to reach their highest level of individual achievement	Individual data on student strengths and weaknesses will be collected and made familiar to the Whanau Ako teacher and kaitiaki.	Identified individual strengths and weaknesses will be addressed through extension and enrichment activities and programmes	Areas of weakness will have been successfully addressed. Areas of strength will result in excellence of achievement

# Edgecumbe College

## LEADERSHIP:

Leadership	2012	2013	2014
The charter vision and strategic aims of Edgecumbe College will be implemented across all aspects of school life	A Principal will be appointed who has proven effective leadership skills Professional staff involved in the review and development of the 2013 strategic aims and annual plan	Led by the Principal the staff will implement the annual plan  Professional staff will be confidently involved in the review of 2013 and the development of the 2014 strategic aims and annual plans	The Charter values and aims will be successfully implemented

## RELATIONSHIPS:

Relationships	2012	2013	2014
Strong relationships between Board Principal Staff Students and Community will be a feature of the school and will contribute to the overall aim of raising student achievement	A principal will be appointed who has a proven ability to develop positive relationships across all areas of the school.  The Principal will be supported into the school by an effective Board of Trustees	Communication between all members of the school wide community will be improved. Positive relationships will be developing	The Charter vision and graduate profile will be understood and supported by the school wide community. Improved relationships and engagement will be contributing to student success and achievement.

## CULTURAL AWARENESS:

Cultural Awareness	2012	2013	2014
The environment and programmes at Edgecumbe College will reflect the cultural makeup of the college	A consultation process will lead to a better understanding of the wishes of the students and community with regard to the school and their culture with particular emphasis given to Maori	Aims to implement any changes arising from the consultation and resulting discussions will feature in the 2013 charter	The environment will better reflect the cultural make-up of the school Culturally relevant programmes and extracurricular activities will become available for students.

# Edgecumbe College

## ANNUAL PLAN 2012

### STRATEGIC AIM - ENGAGEMENT: EVERY STUDENT WILL FULLY ENGAGED IN ALL ASPECTS OF SCHOOL LIFE.

ACTION	WHO	WHEN
<b>1. Graduate Profile:</b> <ul style="list-style-type: none"> <li>- Consultation with staff/ students, and the wider community will result in the identification of desired characteristics of an Ideal Graduate of the College.</li> <li>- An Ideal Graduate Profile will be incorporated into the Introductory Section of the 2013 Charter.</li> </ul>	BOT/SLT  BOT/SLT	July  November
<b>2. Attendance – See Target 4 and Action plans.</b>	WHB/SLT	
<b>3. Teaching and Learning:</b> <ul style="list-style-type: none"> <li>- A Professional Development priority will be for teachers to receive on-going PD relating to increasing student learning engagement in the classroom.</li> <li>- The Effective Teacher Profile identified through the Te Kotahitanga/Hei Kakano programmes will be disseminated to staff and incorporated into day –to – day teaching and learning activities.</li> <li>- TapaToru programmes will have a goal of increased student engagement.</li> <li>- All staff will be appraised to identify strengths and areas requiring development with respect to student engagement.</li> <li>- Classroom observations will attempt to quantify improvements in student engagement.</li> <li>- Staff identified with developmental needs will be given opportunities to improve pedagogical practices that will increase student engagement.</li> <li>- Staff will be given advice/guidance with respect to improving/developing positive relationships within and external to the classroom.</li> </ul>	SLT/WHB/WAE/ IRW  WAE/SLT  IRW/WHB/SLT  Leaders of Learning/SLT  Leaders of Learning/SLT  Leaders of Learning SLT/WAE/IRW  Leaders of Learning/ SLT/WAE/IRW	On going  From February  From February  From February  On going  On going

# Edgecumbe College

## STRATEGIC AIM - ENGAGEMENT (Contd):

ACTION	WHO	WHEN
<b>4. Positive Behaviour For Learning:</b> <ul style="list-style-type: none"> <li>- Staff will be introduced to the basic premises of the PB4L programme, and given on - going professional guidance to incorporate PB4L philosophies into everyday activities – both inside and outside the classroom.</li> <li>- A set of simple school rules/expectations will be agreed upon, promulgated in each classroom. And consistently applied throughout the school.</li> <li>- Major and Minor infractions will be identified and misdemeanours will be dealt with accordingly.</li> <li>- Behaviour infringements will be recorded and analysed to help identify specific areas for action.</li> <li>- Students exhibiting desired behaviours will be acknowledged whenever and wherever possible.</li> </ul>	RUM	January/on going.
	SLT/Staff/Kaitiaki	January/on going
	SLT/Staff	January/on going
	Staff/Kaitiaki/SLT	On going
	All staff	On going
<b>5. Whanau Ako involvement:</b> <ul style="list-style-type: none"> <li>- Kaiarahi will facilitate the development of individual student profiles which will be discussed 1:1 with students and parents/caregivers.</li> <li>- Kaiarahi and Kaitiaki will place special emphasis on students making use of opportunities to engage in classroom and other school activities.</li> <li>- Student progress will be individually monitored on a weekly basis by Kaiarahi and Kaitiaki.</li> <li>- Parents/caregivers will be kept in close communication in relation to student engagement or disengagement.</li> </ul>	Kaiarahi	On going
	Kaiarahi and Kaitiaki.	On going
	Kaiarahi and Kaitiaki.	On going
	Kaiarahi and Kaitiaki.	On going
<b>6. Physical Environment:</b> <ul style="list-style-type: none"> <li>- Classrooms will be clean, well adorned, attractive, stimulating, and comfortable.</li> <li>- Student work will be displayed whenever appropriate.</li> <li>- External buildings and grounds will be well maintained and attractive.</li> </ul>	All staff.	On going.
	All staff.	On going.
	Property staff.	On going.

# Edgecumbe College

## ANNUAL PLAN 2012

### STRATEGIC AIM - ACHIEVEMENT:

**EVERY STUDENT WILL BE GIVEN THE OPPORTUNITY TO REACH THEIR HIGHEST LEVEL OF ACHIEVEMENT.**

ACTION	WHO	WHEN
<p><b>1. Data:</b>            Individual data re: achievement levels:            - obtained            - promulgated            - incorporated into student achievement profile            - administered by Whanau Ako teacher            - monitored by Kaitiaki.</p> <p><b>2. Literacy:</b>            - At risk students Year 9/10 identified            - Individual/small group literacy recovery            - Develop <b>Literacy Across the Curriculum - See Target 4.</b>            - <b>NCEA Level 1 Literacy--See Target 2.</b></p> <p><b>3. NCEA Achievement:</b>            - <b>See Target 1 and Action Plans</b></p> <p><b>4. GATE:</b>            - GATE programmes will identify individual strengths and develop specialised actions to enhance and foster excellence.            - The Tuatahi programme will foster academic excellence from students with identified academic strengths.            - Students with highly developed physical skills will be encouraged to reach National level.            - Students with gifted cultural skills will be given opportunities to perform at National and Regional level, where appropriate.            - Students with identified strengths in Music and/or the Performing Arts will be given time/tuition and opportunity to reach excellence.</p> <p><b>5. Special needs Programmes:</b>            - Students with Special Needs will be given IEPs in consultation with parents/caregivers on an individual basis.</p>	<p>Leaders of Learning</p> <p>Kaiarihi</p> <p>Kaitiaki</p> <p>Leaders of Learning/Senko</p> <p>GATE coordinators</p> <p>Gate coordinators/WHE</p> <p>PE staff/ coaches.</p> <p>Maori staff</p> <p>HEN/MCC</p> <p>WEN/SENCO</p>	<p>By March</p> <p>On going</p> <p>On going</p> <p>By March</p> <p>By 1 March</p> <p>By March 1</p> <p>On going</p> <p>On going</p> <p>On going</p> <p>On going</p>



# Edgecumbe College

## ANNUAL PLAN 2012 STRATEGIC AIM - RELATIONSHIPS:

**STRONG RELATIONSHIPS WILL BE A FEATURE OF THE SCHOOL.**

ACTION	WHO	WHEN
<b>1. Principal Appointment:</b> - A Principal will be appointed who has proven ability to develop positive relationships across all areas of the school.	BOT	April
<b>2. Community:</b> - Weekly newsletters will keep parents/caregivers informed of College news, aspirations and achievements. - BOT members will inform school staff of any opportunities that may arise for promulgation of school news at community events. - See separate Actions re: Maori community.	Principal/AMI  BOT	On going  On going
<b>3. Contributing Schools:</b> - BOT/BOT meetings with contributing schools. - Visits to contributing schools by EC specialist staff. E.g. Science. - Continued support for Yr 7/8 Technology programme with extra ancillary staffing. - Increased interaction with Edgecumbe Primary BOT/staff/students. - EC newsletters sent to all contributing schools.	BOT  Principal/SLT/BOT BOT/Principal/SLT /Staff  AMI	On going  January On going
<b>4. Classroom:</b> - Positive relationships emphasised as essential ingredient to improved learning and achievement. - Staff given support/guidance to ensure positive relationships within and external to the classroom. - Pedagogy techniques supportive of improved classroom relationships promulgated to staff. - Classroom relationships form integral part of Appraisal interviews and observations.	Principal/SCT/SLT WAE/LOLs  SCT/WAE/LOLs  WAE/SCT/SLT  LOLs/SLT	On going  On going  On going  From February.

Edgecumbe College  
**ANNUAL PLAN 2012**

**STRATEGIC AIM - RELATIONSHIPS (Contd):**

**STRONG RELATIONSHIPS WILL BE A FEATURE OF THE SCHOOL.**

ACTION	WHO	WHEN
<p><b>5. Staff:</b></p> <ul style="list-style-type: none"> <li>- Staff encouraged to work together in a collegial and supportive manner at all times.</li> <li>- Whanaungatanga and Manaakitanga will be particularly apparent in the staffroom.</li> </ul>	<p>Principal/SLT</p>	<p>January</p>
	<p>All staff</p>	<p>On going</p>
<p><b>6. Students:</b></p> <ul style="list-style-type: none"> <li>- Respect and courtesy will be expected at all times.</li> <li>- Appropriate behaviour will be acknowledged and rewarded whenever appropriate.</li> <li>- Students will not distract others from their learning.</li> <li>- Whanaungatanga and manaakitanga will be consistently encouraged.</li> <li>- Student leaders will model and encourage appropriate relationships.</li> <li>- Whanau Ako Kaiarahi will consistently model and emphasise positive relationships expected from students.</li> </ul>	<p>Staff/SLT/student leaders.</p>	<p>On going.</p>
	<p>Kaiarahi.</p>	
<p><b>7. Public Relations:</b></p> <ul style="list-style-type: none"> <li>- Good news will be promulgated at every opportunity.</li> <li>- The school publicity officer will attempt to supply weekly news items to the Whakatane newspapers.</li> </ul>	<p>Principal/WHE</p>	<p>On going.</p>

Edgecumbe College  
ANNUAL PLAN 2012

**STRATEGIC AIM - CULTURAL AWARENESS:**  
THE ENVIRONMENT AND PROGRAMMES AT EDGECUMBE  
COLLEGE WILL REFLECT THE CULTURAL MAKEUP OF THE COLLEGE.

ACTION	WHO	WHEN
<p><b>1. Consultation:</b></p> <ul style="list-style-type: none"> <li>- Consultation with staff/ students, and the wider community will lead to a better understanding of the wishes of staff, students, and the community with regard to their culture, with particular emphasis given to Maori.</li> <li>- BOT/SLT will attempt to visit local marae and set up closer relationships with marae elders.</li> </ul>	BOT/SLT	On going
<p><b>2. Staff:</b></p> <ul style="list-style-type: none"> <li>- Professional Development will be given in relating to the proposed Professional Standards for Teachers of Maori Students.</li> <li>- The Effective Teacher Profile identified through the Te Kotahitanga/Hei Kakano programmes will be disseminated to staff and incorporated into day –to – day teaching and learning activities.</li> <li>- Staff will be encouraged to spend an overnight Noho Marae at one of the local marae, with the objective of building relationships within the staff, and between staff and local Maori.</li> <li>- Staff will be given support re: correct pronunciation of Maori student names.</li> </ul>	IRW/WAE/WHE	On going
	WAE/SLT	From February
	SLT/All staff	Term 1
	WAE/HAK	From February
<p><b>3. Year 9 marae visits:</b></p> <ul style="list-style-type: none"> <li>- Plan for all Year 9 students to have a marae overnight stay.</li> </ul>	SLT/WAE/HAK	Term 1
<p><b>4. Cultural Activities:</b></p> <ul style="list-style-type: none"> <li>- Work toward a whole school Haka Pohiri at the end of year Prizegiving.</li> <li>- Employ outside tutor assistance to reinvigorate a school kapa haka group.</li> <li>- Students visit historical places in the area.</li> <li>- Encourage singing of himene in assemblies.</li> </ul>	Maori staff/SLT	Start Term 1.
	WAE SS and Maori departments. Maori department/HEN/ Principal	Term 1.  On going.  .
<p><b>5. School environment:</b></p> <ul style="list-style-type: none"> <li>- Re-invigorate the Wharenuui.</li> <li>- Classrooms to reflect Maori dimension of school population.</li> <li>- Ensure Maori community feels welcome at the school.</li> <li>- Gateway carving at front of school to be reinstated.</li> </ul>	BOT/SLT/WAE	February. February/On going.
	BOT/SLT	On going

# Edgecumbe College

## ANNUAL PLAN OVERVIEW FOR 2012

### Teaching and Learning Programme Development

- Focus on Effective Teaching and Learning.
- Literacy across the curriculum.
- Year 11 literacy support.
- Departmental literacy plans developed.
- NCEA - close monitoring of individual student credit accumulation throughout year.
- He Kakano Effective Teacher Dimensions promulgated to staff.
- Year 9/10 literacy support.
- Regular 1:1 interviews with NCEA students.
- Excellence and Merit achievements encouraged.
- Pedagogical discussions where staff share best practice.
- Career education.
- STAR, GATE, Gateway and Correspondence programmes.
- IEP Special Needs.

### Finance

- Budget for break even at end of year.
- RTLB Year 11/12 funding support.
- Outside support sought for capital purchases.
- Student Support personell costs.

### Property

- Special Needs Unit upgrade.
- Classroom Block refurbishments.
- Gym replace roof.
- Major refurbishment as per MOE report.

### Human Resources

- PD Literacy Classroom techniques Curriculum
- ICT skill development
- PMS cycle
- He Kakano
- PL staff Meetings
- Tapa Toru
- Student Support NCEA Guidance
- Appoint Principal

### Priority Areas for Improving Student Achievement

LITERACY                      TEACHER EFFECTIVENESS  
STUDENT ENGAGEMENT.

### TARGETS

- 1 NCEA
- 2 LITERACY NCEA LEVEL 1
- 3 ATTENDANCE
- 4 LITERACY ACROSS CURRICULUM

### Self Review/Reporting

- Policy review timetable.
- Curriculum review timetable
- 2 Full reports
- 2 Interim reports
- Continuous monitoring of student NCEA achievement

### Health and Safety

- HAS Review
- Restorative practices.
- PB4L

### Partnership with the Community

#### Communication

- Regular newsletters
- BOT meetings
- Local papers
- Parent meetings

#### Collaboration

BOT Strategic Plan  
Maori community  
Waikato University  
He Kakano  
MOE

#### Consultation

Parent survey.  
Academic Interviews  
Student surveys

# Edgecumbe College

## ACHIEVEMENT TARGET for EDGECUMBE COLLEGE 2012

### Teaching and learning programme development and/or focus

- Students given achievable early work so that they gain motivation by early success.
- Special emphasis on Credit achievement throughout the year in assemblies.
- Teachers, Kaitiaki, and Kaiarahi closely monitor achievements from March.
- Students given incentive to achieve at Excellence and Merit levels.
- 1:1 interviews each term.
- Reassessment opportunities available.

### Baseline Information

- 2010 Year 11 44.4%
- 2010 Year 12 40.0%
- 2010 Year 13 Level 2 86.3%
- 2010 Year 13 Level 3 16.3%

### TARGET ONE

- 65% OF YEAR 11 AND 12 STUDENTS ACHIEVE NCEA LEVEL 1 AND 2 RESPECTIVELY.
  - 90% OF YEAR 13 STUDENTS WILL HAVE ACHIEVED NCEA LEVEL 2
  - 60% OF YEAR 13 STUDENTS WILL ACHIEVE NCEA LEVEL 3.
- These are roll based percentages.

**STUDENTS IN YEARS 9 AND 10 WILL SHOW A 10% IMPROVEMENT IN ASSTLE RESULTS BY DECEMBER 2008**

### Link to Strategic Planning

**EVERY STUDENT WILL BE GIVEN THE OPPORTUNITY TO REACH THEIR HIGHEST LEVEL OF ACHIEVEMENT.**

### Staff and personal professional development

- Whole staff Literacy development.
- Pedagogical development throughout the year.
- He Kakano teacher development.
- Curriculum PD for staff in subject areas.

### Ongoing Assessment

- Use KAMAR to track credit achievements weekly from Term 3.
- Identify at risk students early and monitor course selections.

### Review

- SLT weekly agenda item.
- Discussion item all staff meetings.
- SMT/Kaitiaki update each month from May.

### Reporting

- Two full reports.
- One interim reports
- Monthly report to the Board.
- Parents up dated re: Credit achievement every 4 weeks after first full report.

### Resourcing

Lead Persons SLT/Kaitiaki/Kaiarahi / LOL's  
Data Manager

Materials Revision resources.

### Community Involvement

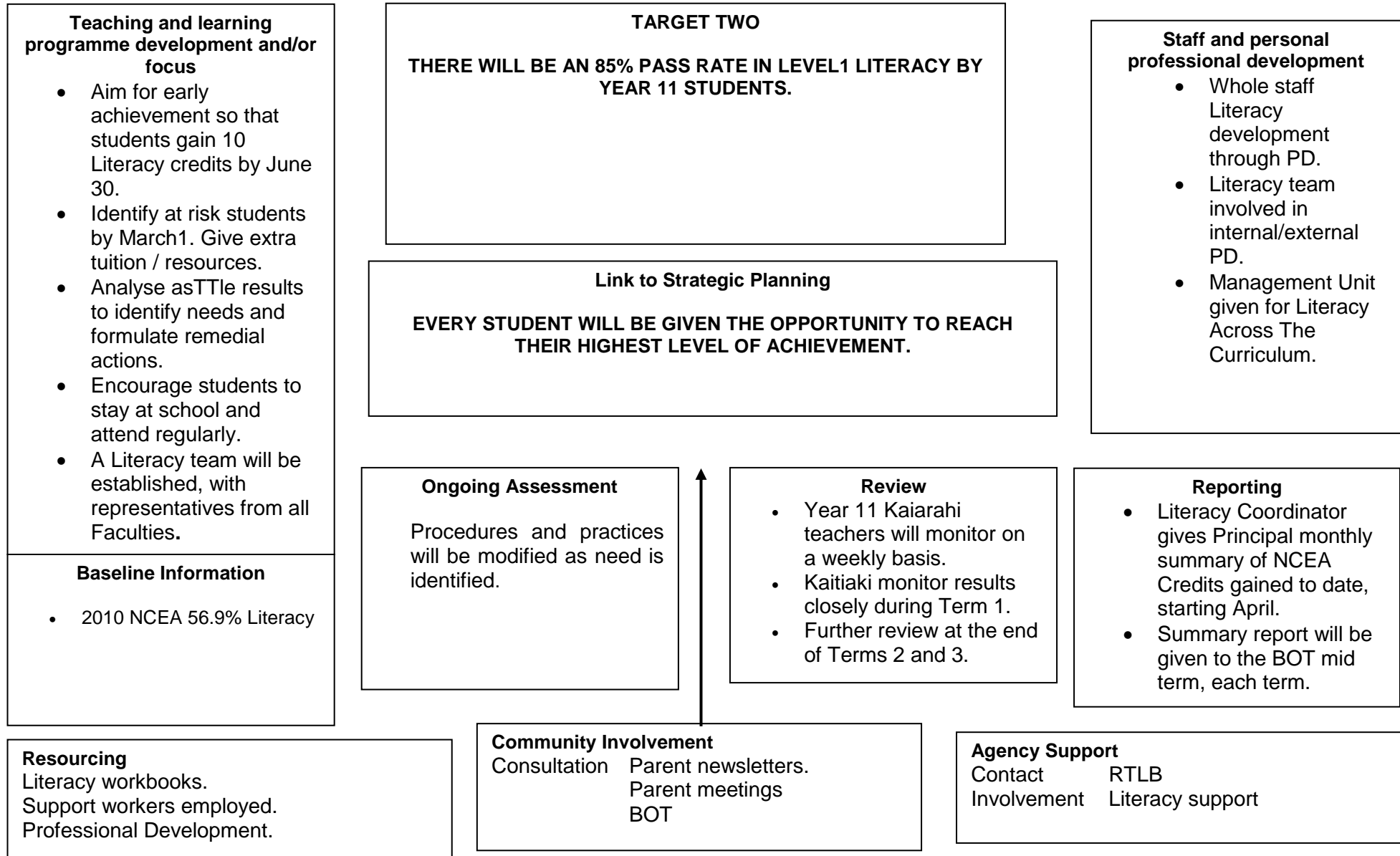
Consultation Parent newsletters (weekly).  
Parent meetings  
BOT  
Student assistance

### Agency Support

Contact He Kakano  
Involvement Pedagogy support  
RTL

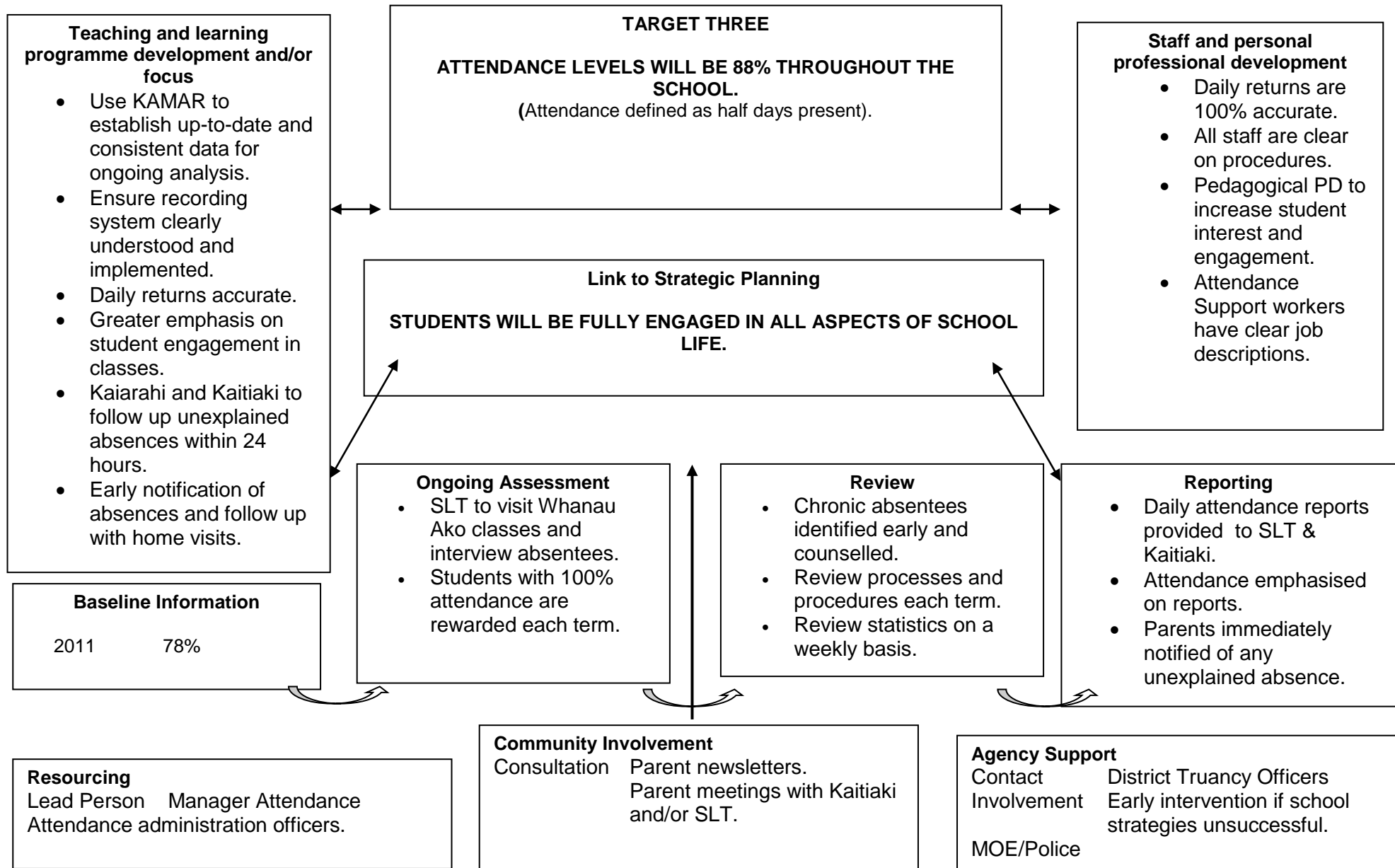
# Edgecumbe College

## ACHIEVEMENT TARGET for EDGECUMBE COLLEGE 2012



# Edgecumbe College

## ACHIEVEMENT TARGET for EDGECUMBE COLLEGE 2012



# Edgecumbe College

## ACHIEVEMENT TARGET for EDGECUMBE COLLEGE 2012

### Teaching and learning programme development and/or focus

- Fixed Term MU for Literacy, with specific responsibility for ensuring Level 1 Literacy standards are met by most Year 11 students.
- Leaders of Learning expected to drive this initiative within all departments.
- Appraisal interviews will incorporate a literacy component.
- Year 10 emphasis will be on achieving NCEA Level 1 Literacy through Literacy Across The Curriculum.

**TARGET FOUR**

**SPECIAL EMPHASIS WILL BE GIVEN TO DEVELOP LITERACY ACROSS THE CURRICULUM.**

**ALL STAFF WILL BE TRAINED IN LITERACY ACROSS THE CURRICULUM.**

### Staff and personal professional development.

- All teachers to take part in cross curricular PD throughout the year.
- Dedicate one staff meeting per month where trained teachers cascade their knowledge to all staff.
- SCT assists staff in developing LATC skills.

### Link to Strategic Planning

**IMPROVE STUDENT ENGAGEMENT AND ACHIEVEMENT**

### Ongoing Assessment

- Use KAMAR to track credit achievements.
- Identify teachers requiring special assistance by March.

### Review

- SLT weekly agenda item.
- Discussion item all staff meetings.
- Literacy coordinator weekly meeting with Principal.

### Reporting

- Monthly report to the Board.
- Parents up dated re: Credit achievement..

### Baseline Information

2011 - 6 teachers took part in LATC training.

### Resourcing

Lead Persons SLT/Literacy coordinator/LOLs/SCT.

Seek funding for training.

### Community Involvement

Consultation Parent newsletters.  
BOT

### Agency Support

Contact MOE  
Involvement Literacy support  
RTL  
SEI

# Edgecumbe College

## **APPENDIX TO EDGECUMBE COLLEGE 2012 CHARTER:**

SUPPORTING DOCUMENTS TO THIS CHARTER CAN BE FOUND AT THE SCHOOL.

### **THESE INCLUDE:**

- 2012 BUDGET.
- NOVEMBER 2011 PROPERTY REPORT.
- BOT POLICY REVIEW PROGRAMME.
- BOT MINUTES.
- 10YP PROPERTY PLANNING.
- LIST OF STAFF 2012.
- 2012 SCHOOL TIMETABLE.