



# The Catlins Area School

## Currently under review

We are reviewing this policy for its content and how well the school implements it. To share your comments and rate its implementation, click the "Start your review" button.

## About the review process ⓘ

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## School Planning and Reporting

Schools are required to create a 3-year strategic plan that aligns with an [▶ updated planning framework](#) set out by the Ministry of Education. See [School planning and reporting: Te Whakangārahu Ngātahi | Planning Together for Ākonga Success](#) [↗](#) (Ministry of Education).

Under the Education and Training Act 2020, the board of The Catlins Area School is responsible for developing and publishing documents that:

- communicate our strategic goals and priorities
- describe our plans to achieve these
- report on progress
- provide details on school finances.

We meet the requirements of Te Whakangārahu Ngātahi | Planning Together for Ākonga Success (Ministry of Education planning framework) by developing:

- a 3-year strategic plan in consultation with the school community that sets out how the board of The Catlins Area School meets its responsibilities under the Education and Training Act
- an annual implementation plan that sets annual targets and actions for working towards our strategic goals
- an annual report that outlines how our finances and resources have been used to meet our strategic goals.

Our plans and reports are clearly written and presented, and made publicly available online. We ensure publicly available documents do not breach privacy requirements. See [Privacy](#).

As required under the Education and Training Act (s 139.3), the board consults with the [▶ school community](#) to develop our strategic goals and annual implementation plans, and to reflect on our performance against our goals and priorities. Consultation with the community is ongoing and allows our board to review achievements in relation to our objectives, and to consider our priorities, goals, strategies, practical actions, and performance.

### Our strategic plan

We produce a 3-year strategic plan with detailed information about:

- our vision for the school
- our strategic goals for meeting our primary objectives (set out in the Education and Training Act), including:

- the National Education and Learning Priorities (NELP)
- any other relevant national education strategies or plans
- foundation curriculum policy statements and national curriculum statements
- how our strategic goals have been prioritised, and our measures, evidence, and processes for evaluating progress towards achieving these
- our plan for working towards our strategic goals based on the identities, needs, and aspirations of our school community, including identifying and catering for students whose needs have not yet been well met
- our strategies for giving effect to te Tiriti o Waitangi.

We publish our strategic plan online (in effect from 1 January 2024 to 31 December 2025) and submit it to the Ministry of Education by 1 March 2024.

### Our annual implementation plan

We produce an annual implementation plan that sets out how the board intends to implement our strategic plan during the year. It includes detailed information about:

- our previous year's performance and how we will address any unachieved targets from the previous year
- our annual targets for each strategic goal and actions to meet these
- our allocation of resources
- our measures and evidence to evaluate progress
- our teaching and learning strategies and programmes, with a particular emphasis on literacy and numeracy and/or te reo matatini and pāngarau, including how we will address the needs of learners whose needs have not yet been well met
- how targets and actions will support te Tiriti o Waitangi obligations.

We publish our annual implementation plan online for the current school year by 31 March. We also submit our annual financial statements to the school auditor by 31 March.

### Our annual report

Our board produces an annual report to provide key performance information to the Ministry of Education, members of parliament, parents, and the wider community. It includes detailed information about:

- our school finances and funding
- our statement of variance outlining the impact of the actions the board took to achieve its targets, reasons for any differences between our targets and our performance, and how these differences will inform the next year's planning
- student progress and achievement
- how we have given effect to te Tiriti o Waitangi
- compliance with our employment policies – see **Employer Responsibility Policy** and **Equal Employment Opportunities**.

We submit our annual report (including audited financial statements) to the Ministry of Education by 31 May and publish the annual report online as soon as practicable following this.

The principal assures the board that the strategic plan is submitted to the Ministry of Education by 1 March; that the annual implementation plan for the current school year is published by 31 March; that the annual financial statements have been sent to the school auditor by 31 March; that the annual report (including audited financial statements) is submitted to the Ministry of Education by 31 May; and that the annual report is published as soon as practicable following this. See **Self-Review and Board Assurances**.



## Related topics

- [Board Responsibility](#)
  - [Te Tiriti o Waitangi](#)
  - [Privacy](#)
  - [Employer Responsibility Policy](#)
  - [Equal Employment Opportunities](#)
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## Legislation

- [Education and Training Act 2020](#)
  - [Education \(School Planning and Reporting\) Regulations 2023](#)
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## Resources

- [Ministry of Education | Te Tāhuhu o te Mātauranga:](#)
  - [School planning and reporting: Te Whakangārahu Ngātahi | Planning Together for Ākonga Success](#) 
  - [School annual reports](#) 

**Release history:** [Term 4 2023](#), [Term 1 2023](#), [Term 3 2020](#)

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<b>Last review</b>	Term 4 2023
<b>Topic type</b>	Core

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