



KARORI NORMAL SCHOOL

We encourage our children to be the best they can be
Tino pai ake

Principal's and Board Chairperson's Report 2017

2017 was another very positive year at Karori Normal School (KNS). The Board of Trustees and staff continued to build a strong and productive partnership and this has been demonstrated by the way that the board and staff have responded to the ongoing property issues facing the school.

Staffing stability was again a feature in 2017. This stability enables the school to build on previous professional development and look to maintain and sustain the school's improvement focussed culture. Staff development focussed on supporting our staff to cater for the diverse learning needs of our children. 2017 was the second year of a contract with CORE Education related to building staff understanding and skill related to Universal Design for Learning (UDL). The challenge for 2018 will be to sustain our inclusive culture without the same level of support from CORE.

The school continued to experience pressure from roll-growth, exacerbated by ongoing building issues. The roll at the end of 2012 was 744, rising to 841 at the end of 2017. The board expects this to be the school's peak roll and for student numbers to 'plateau', as the number of children entering the school as 5 year-olds is matched by the numbers of children leaving to secondary school.

The school environment, particularly buildings, was again a significant focus for the board in 2017.

- The upgrade of Rooms 1, 2 & 3 and the library was completed and we took possession of these buildings in July. The completion of the upgrades was expected to be October 2016 however, a range of issues including the contractor going into liquidation, meant that this took much longer than expected. The flexibility, patience and willingness to adapt to this situation was a real credit to the staff and wider KNS community.
- Work also began on the remediation of the field and the bank below the Kereru Block was planted to prevent erosion. These two projects bring to completion the Kereru Block project which began in 2016.
- A parent/caregiver landscaping committee was formed and this group took responsibility for clearing the Karori Rd and Donald St boundaries in preparation for new planting in 2018. The board is extremely grateful for this group's hard work and their commitment the future development of the school's outdoor environment.
- The decision was made to close the Old Administration Block (Block F) in December, following a range of testing carried out at the instigation of the board. The future of this block will form part of ongoing negotiations with the Ministry of Education to develop long-term solutions to the board's property concerns.

The following significant property projects are planned for next two to three year period:

- An upgrade of the Senior Block which has weather-tightness issues.
- The implementation of plans to either repair or demolish and replace Block F.
- An upgrade of the Katherine Mansfield Court area including new asphalt, new lines/markings for basketball and netball and the replacement of hoops and backboards etc.
- Moving the Katherine Mansfield Memorial to a more appropriate site adjacent to the library and the construction of a reflective space and seating adjacent to the newly sited memorial.

Considerable thanks and acknowledgement must go to the school community who continue to be actively involved with KNS in many ways. We are fortunate to have a parent/caregiver community who regularly support the school's endeavours both in and outside the classroom. Of particular note is the contribution of the KNS PTA and the Gala Committee.

The PTA, very ably led by co-chairs, Thea Wallace and Sara Jones, have been more than generous with their time, energy and enthusiasm. The school, and the community as a whole, have benefitted greatly from their fundraising projects and community building initiatives.

The 2017 Gala was once again a huge success, raising in excess of \$60,000. We are indebted to the many dedicated parents, staff, sponsors and community members who contributed to this event and thank the gala committee, for the immeasurable amount of time and effort they contributed during the year. The financial result the gala produces is greatly appreciated, as is the equally significant contribution it makes to the community spirit at KNS.

In October the board made the decision to join a Kāhui Ako/Community of Learning with Wellington College, Wellington Girls' College, Kelburn Normal School, Northland School and Brooklyn School. The Kāhui Ako is an exciting development for all the schools involved and we expect that it will lead to a smoother learning pathway for all children through their primary and secondary school years.

Kiwisport funding was used to provide transport to sports events and sports equipment as well as additional staffing to enhance the opportunities we provide for our children.

BOARD OF TRUSTEES 2017

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| • Glenn Stevenson | Parent Representative and Chairperson |
| • Kay Webster | Parent Representative |
| • Julia Forsyth | Parent Representative |

- Clayton Willocks Parent Representative
- Bronwyn Barberel Parent Representative
- Blair Wightman Parent Representative Co-Opted from July 2017
- Carol Pilcher Staff Representative
- Conrad Kelly Principal
- Cathy Swanson Board Secretary

KNS Charter 2015 - 2017

The KNS Charter 2015 – 2017 contained three strategic goals:

1. All students are stimulated to achieve their personal best through a wide range of engaging and effective teaching and learning practices and experiences.
2. Students and staff have a strong sense of belonging and pride in their school environment that supports student well-being and a positive school culture.
3. Student learning is supported and understood through positive communications, engaged families and opportunities for parent involvement.

Progress in relation to each of these three-year strategic goals was monitored regularly at board meetings. To support the board's charter and policies an annual plan was implemented which addressed each of the three strategic goals. A summary of achievement related to the annual plan's objectives is detailed below:

Goal 1 - All students are stimulated to achieve their personal best through a wide range of engaging and effective teaching and learning practices/experiences.

Objectives:	Outcomes
<ul style="list-style-type: none"> • Children's social, emotional, physical and academic learning needs being catered for. • Regular monitoring of children's progress to enable children's learning needs to be addressed in a timely manner. • High levels of student engagement in their learning • A motivated and enthusiastic staff team. 	<ul style="list-style-type: none"> • Teaching teams set targets in mathematics, reading and writing and two of the three target student groups made significant progress in relation to the National Standards (NS). <ul style="list-style-type: none"> - In reading 69% of the Year 2 target group progressed from reading below NS to reading at NS. - In writing 50% of the Year 6 target group progressed from writing below NS to writing at NS and in Year 5, 44% of the target group who were writing below NS progressed to writing at NS and 50% of the target group who were writing well below NS progressed to writing below NS. - In Mathematics, the target focussed on girls in Years 3 and 4 who were achieving at NS seeking to increase the proportion of these students achieving above NS. There was a lack of clarity in setting this goal and in plans to achieve it, this led to a lack of a significant shift in this group's achievement. • The KNS 2017 NS data comparisons with Wellington and NZ data for high decile schools indicated that KNS students were achieving well in comparison to other similar schools. • 2017 was the second year of a two-year staff development programme with CORE Education around Universal Design for Learning (UDL). Staff took 'on board' the changes in practice around UDL and there was a 'shift' in their confidence levels and willingness to try a range of strategies to meet student needs. • KNS students participated in 25 different sports activities during the year, both within KNS and at inter-school events. • Over 600 students were involved in inter-school sports events, not including KNS events - cross country and swimming sports • The provision of a wide range of opportunities for children was again a focus at the school. In addition to sport these opportunities included: <ul style="list-style-type: none"> - Year 7 & 8 children entering the NIWA Science Fair. - Year 3 to Year 8 children performing of the Art Splash Festival Choir - Year 1 to Year 8 children performing as part of the Dance Splash Festival. - KNS children's art work being displayed at the Art Splash Festival - Year 7 & 8 bands taking part in the 'KNS Battle of the Bands' with one band being chosen to take part in the Regional Battle of the Bands. - All children participating in Kapa Haka and the provision of a Te Reo teacher who taught in all classes throughout the year. - All children in Years 3 to 8 having the opportunity to participate in a choir. - The provision of an auditioned orchestra for Years 4 to 8. - A concert featuring most of our performing arts groups was held in Term 4. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding how the school delivered in relation to Goal 1 was 8.14.

Goal 2 - Students and staff have a strong sense of belonging and pride in their school environment that supports student well-being and a positive school culture.

Objectives:	Outcomes
<ul style="list-style-type: none"> • Students and staff feeling proud and positive about their school and striving to 'do their best' as a result. • Keeping our students safe by having effective health and safety policies and procedures. • Provision of classroom environments which cater for the learning needs of the children. 	<ul style="list-style-type: none"> • Good progress was made in the development of a culture in which health and safety is seen as an area of high priority. The staff health and safety committee was a key to this. • The health and safety committee met regularly and developed and implemented a range of systems to ensure that people are safe at KNS including: <ul style="list-style-type: none"> - Reviewed and made recommendations to the board regarding the following policies and procedures: <ul style="list-style-type: none"> • KNS Property and Grounds Policy • KNS Health and Safety Policy • Emergency Evacuation Procedures – including a family reunification plan • Lockdown Procedures - Developed and recommended that the board adopt the following policies: <ul style="list-style-type: none"> • KNS Child Protection Policy • KNS Health and Safety Risk Management Policy/Procedure • KNS Health and Safety Worker Engagement Policy/Procedure - Developed procedures for collating accident data and presenting it to the board each term. - Developed and implemented a process for termly hazard identification - Begun development of a Health and Safety Induction Booklet for all staff - Worked with the board to establish a process for regular termly Health and Safety Audits the first was carried out in Term 3 2017. • The upgrade of Rooms 1, 2 & 3 and the library was completed in July 2018. • Progress has been made in the implementation of the school's landscaping plan including: <ul style="list-style-type: none"> - The erection of a new Karori Normal School sign on the corner of Karori Rd and Donald St - Sourcing community grant funding for the upgrade of the Katherine Mansfield Courts, expected to take place in April 2018. - Beginning planning for the re-positioning of the Katherine Mansfield Memorial to a more appropriate location adjacent to the school's library. - The preparation of the Karori Rd and Donald St boundaries to enable planting to take place in 2018. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding the school's effectiveness in delivering on Goal 2 in relation to students and staff having a strong sense of pride in their environment was 8.6. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding the school's effectiveness in delivering on Goal 2 in relation to supporting students' well-being and a positive culture was 8.41.

Goal 3 - Student learning is supported and understood through positive communications, engaged families and opportunities for parent involvement.

Objectives:	Outcomes
<ul style="list-style-type: none"> • Parents and teachers have a shared understanding of children's learning goals and parents support classroom learning programmes. • Provision of opportunities to discuss children's learning. • Fund-raising to provide students with additional learning resources. 	<ul style="list-style-type: none"> • A communication plan was only partially completed. The development and implementation of this plan will be a focus in 2018. • Two exit surveys were sent out at the end of year to parents/caregivers of children who left KNS to other schools at the end of 2017. The feedback from these surveys was considered as part of the development of the KNS Charter 2017 to 2020. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding the school's effectiveness in delivering on Goal 3 in relation to communication was 7.8. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding the school's effectiveness in delivering on Goal 3 in relation to opportunities for parents/caregivers to get involved in their children's learning was 8.41. • In the end-of-year Parent/Caregiver survey the average score out of 10 regarding the school's effectiveness in providing a welcoming environment was 9.2.

Conclusion

Finally we would like to acknowledge the roles of the following groups within our school:

- **The school's senior leadership team, team leaders and curriculum leaders** who have promoted and modelled positive change within the school and led many initiatives both at team and whole school level.
- **All members of the teaching staff team** who have worked tremendously hard to ensure that all our children enjoy high quality learning experiences.
- **Our support staff team** who are always prepared to 'go the extra mile' so that teachers can focus on the job of teaching.
- **Our Board of Trustees** who have continued to provide strong effective governance to improve student achievement at KNS.
- **Our parent community** for the support you give us. Without a positive parent/school partnership education cannot be as effective as possible for our children.
- Finally our **children** for making each day at Karori Normal School rewarding and meaningful.

Glenn Stevenson
BoT Chair

Conrad Kelly
Principal