

Timaru Christian School 2025 Annual Implementation Plan

<i>Annual Plan Goal 1 – Initiative 1: Ensure consistency in planning and delivery of all programmes across the school which is based on research and evidence.</i>					
<i>Outcome: Improved outcomes for our students.</i>	<i>Measures: Code of Conduct for BOT – self-evaluation; Teaching Standards at TCS Self-assessments; Concerns/complaints raised (number/type); Classroom Observations; Professional Discussions in Staff meetings, Assessment Reporting Document, Data-gathering plan (to be developed)</i>				
<i>Key Actions</i>	<i>Accountable</i>	<i>Responsible</i>	<i>Resources</i>	<i>Start By</i>	<i>Complete By</i>
Define 'Quality Christian Education' – as Proprietors, School Board, Teachers, Parents, Students. Combine into one agreed statement.	School Board Proprietor	Principal	Time; The Cause of Christian Education text; Administrative time	Start Term 1, 2025	End Term 2, 2025
Carry out Board self-evaluation of Code of Conduct	School Board	Presiding Member	Copy of Timaru Christian School Board Code of Conduct	Mid-term, 1, 2025	Mid-term 1, 2025
Regular ongoing self-review of Teaching Standards	Principal	Teachers	TCS Teacher Check-in Documentation	Start Term 1, 2025	2 x per term ongoing
Seek and analyse research re: best practice	Principal	Principal & Dep Princ	Internet access; time to discuss with other Christian School and state school Principals	Start Term 1, 2025	End Term 2, 2025
Develop data collection plan	Principal	Principal & Dep Princ	Administrative time	Start Term 1, 2025	End Term 2, 2025
Create criteria with Teaching Staff about lesson structures and expectations (aligning with TCS Teaching Standards document)	Principal	Deputy Principal	School documentation; discussion time as a staff	Start Term 3, 2025	End Term 3, 2025
Classroom observations for gathering evidence towards meeting criteria (self, peer, senior leaders)	Teachers	Teachers	Classroom Release Time	Start Term 3, 2025	End Term 4, 2025
Implement Data Collection Plan	Principal	Teachers	Chosen data collation programme	Start Term 3, 2025	Start Term 3, 2025
Review of planning documentation	Principal	Principal & Dep Princ	Planning documentation (online)	Start Term 3, 2025	Mid-Term 3, 2025
Analyse achievement data to determine needs and plan targeted action	Principal	Principal & Dep Princ	Achievement data	Start Term 3, 2025	Mid- Term 3, 2025
Use observations and evidence to create a PD plan.	Principal	Principal & Dep Princ	Observations; achievement data	Mid-Term 4, 2025	End Term 4, 2025
Review concerns and complaints raised (number/type/complainants etc) to determine patterns or course of action	Principal	Principal	Concerns and complaints documentation	Mid-Term 4, 2025	End Term 4, 2025
Survey of students regarding delivery of programmes	Principal	Principal	Google forms	Start Term 4 ann.	End Term 4 annual
<p>Foundation Document: God-centred education teaching wisdom (Colossians 3:16); A Bible-based curriculum (Col 2:8 & Proverbs 1:7); Must prepare the child to interact in the world (Titus 2:7-8); Successful academic education leading to a high individual standard (Col 3:23-24)</p> <p>National Education and Learning Priorities: NELP Obj1: Learners at the Centre, Pr.2; NELP Obj2: Barrier Free Access, Pr.3&4; NELP Obj 3: Quality Teaching and Leadership, Pr5&6; NELP Obj 4: Future of Learning and Work, Pr.7</p>					

Annual Plan Goal 1 – Initiative 2: Develop and implement a GV Leavers programme.

Outcome: Improved outcomes for our students.

Measures: Curriculum achievement data; observations; well-being survey; conversations with parents, teachers and students; attendance data; leavers data

<i>Key Actions</i>	<i>Accountable</i>	<i>Responsible</i>	<i>Resources</i>	<i>Start By</i>	<i>Complete By</i>
Gather data re: current GV leavers achievement, social stories, observations, reflections of teachers etc, to analyse for any patterns/trends	Principal	Deputy Principal	Interviews with parents and students, teachers, pastoral care notes etc	Term 4, 2024	End Term 1, 2025
Carry out well-being survey with GV leavers	Dep Princ	Deputy Principal	Well-being survey	Start Term 1, 2025	End Term 1, 2025
Consultation with parents	Dep Princ	Deputy Principal	Consultation questions	Start Term 1, 2025	End Term 1, 2025
Identify 'misconceptions' which need to be addressed for GV leavers and their families	Dep Princ	Deputy Principal	Data gathered	Start Term 2, 2025	End Term 2, 2025
Review attendance data	Dep Princ	Deputy Principal	Attendance data for GV leavers	Mid-Term 2, 2025	End Term 2, 2025
Review trends/patterns in further education / vocational training of GV leavers post-school	Dep Princ	Deputy Principal	Communication tools eg phone, internet access, face-to-face time	Mid-Term 2, 2025	End Term 2, 2025
Work with local agencies to determine how we can work with them for the leavers	Dep Princ	Deputy Principal	Contact details; release time to meet with them	Start Term 3, 2025	End Term 3, 2025
Create a series of workshops to deliver to educators about how to best meet needs of GV leavers	Dep Princ	Deputy Principal	Communication tools eg computer and internet access	Mid-Term 3, 2025	Start Term 4, 2025
Present workshops	Dep Princ	Deputy Principal	Time at a Kāhui Ako Management Meeting	Mid-Term 4, 2025	End Term 4, 2025

Foundation Document: God-centred education teaching wisdom (Colossians 3:16); A Bible-based curriculum (Col 2:8 & Proverbs 1:7); Must prepare the child to interact in the world (Titus 2:7-8); Successful academic education leading to a high individual standard (Col 3:23-24)

National Education and Learning Priorities: NELP Obj1: Learners at the Centre, Pr.2; NELP Obj2: Barrier Free Access, Pr.3&4;

NELP Obj 3: Quality Teaching and Leadership, Pr.6; NELP Obj 4: Future of Learning and Work, Pr.7

Annual Plan Goal 2 – Initiative 1: Deliver effective, targeted professional development in Relationship-based learning, authentically incorporating our Special Character.					
Outcome: The Refreshed Curriculum is underpinned by a Christian Worldview, so students are “prepared to live in the world but not be of it”.			Measures: RBL Observation Coding Sheets; Observations of Professional Discussions; Group Coaching Recording Sheets		
Key Actions	Accountable	Responsible	Resources	Start By	Complete By
Develop a Guiding Coalition for to oversee Relationship-based Learning (RBL) at TCS ACHIEVEMENT TARGET 1 – all Māori students will be engaged in their learning, participating and contributing to the same level of their peers in core curriculum. (This aligns with the aim of RBL and the Guiding Coalition will assist with developing an action plan for this.) Note: their achievement levels are similar to non-Māori students but we would like them to be more confident in their participating and contributing in class discussions and tasks.	Principal	Kura Collaborator	Release / time to meet; Guiding Coalition job description / best practice	Start Term 1, 2025	Mid Term 1, 2025
Set up and train teachers Group Coaching in teams, based on RBL	Principal	Kura Collaborator	Group Coaching documentation	Mid-Term 1, 2025	End Term 1, 2025
Implement Group Coaching	Principal	Kura Collaborator	Time to meet together	Start Term 2, 2025	Ongoing – 2x per term
Foundation Document: Christ as the Cornerstone (Acts 4:11); Education from a Christian Worldview (Romans 12:2) National Education and Learning Priorities: NELP Obj1: Learners at the Centre, Pr.1&2; NELP Obj2: Barrier Free Access, Pr.3&4; NELP Obj 3: Quality Teaching and Leadership, Pr.5&6					

Annual Plan Goal 2 – Initiative 2: Update curriculum statements, planning, teaching, assessment and reporting plans to reflect our delivery of the Refreshed Curriculum and our Christian worldview.

Outcome: <i>The Refreshed Curriculum is underpinned by a Christian Worldview, so students are “prepared to live in the world but not be of it”.</i>		Measures: Curriculum Statements; Unit planning; Assessment Documentation, Newsletter Updates, Prospectus, Special Character Reviews			
Key Actions	Accountable	Responsible	Resources	Start By	Complete By
ACHIEVEMENT TARGET 2 – all students who were achieving at Tier 3 and 4 at the end of 2024 in Writing will achieve at a faster-than-expected-rate i.e. Tier 3 to Tier 2 or 1, Tier 4 to Tier 3 or 2 by the end of the year. (23 students) <ul style="list-style-type: none"> Targeted Teacher Aide Support based on achievement levels (less focus on whole-class or behavioural support) Review of achievement data twice per term for each of these students, through Guiding Coalition and Management Team Teaching targeted to the Easttle criteria (this was started last year) Standardised testing every term to measure progress 	Principal	SENCO	MOE and Board funding to provide teacher aide hours	Term 1, 2025	Term 4, 2025
		SENCO Teachers	Standardised testing	Mid and end of each term	Term 4, 2025
		Teachers	Easttle criteria	Term 1, 2025	Term 4, 2025
		Teachers	Access to Easttle and PAT online	Term 1, 2025	Term 4, 2025
Training in Structured Literacy – Years 4+	Principal	Year 4-8 teachers	Structured Literacy PD and related resourcing	Start Term 1, 2025	End Term 2, 2025
Implementation of new Maths programme / redesign of current Maths programme	Principal	Deputy Principal and Ako Leader	Government’s Maths programme; current Maths programme	Start Term 1, 2025	End Term 4, 2025
Review achievement data in more detail – achieving at expected rate / faster than expected rate etc	Principal	Deputy Principal and Ako Leader	Achievement data	Start Term 2, 2025	End Term 2, 2025
Informing School Community about how Christian Education is taught at TCS	School Board	Principal	Space to meet; related documentation	Start Term 3, 2025	End Term 4, 2025
Foundation Document: Christ as the Cornerstone (Acts 4:11); Education from a Christian Worldview (Romans 12:2) National Education and Learning Priorities: NELP Obj1: Learners at the Centre, Pr.2; NELP Obj2: Barrier Free Access, Pr.4; NELP Obj 3: Quality Teaching and Leadership, Pr.5					

Annual Plan Goal 3 – Initiative 1: Enhance and clarify process / systems of different groups in the school.

<i>Outcome: Effective partnerships with a shared vision which reflects our Special Character, through ongoing reflective practice and communication.</i>		<i>Measures: Staff/Board brainstorm based on issues raised over the past year. (Informed by relevant communications and documentation.); Role description policies and procedures; Enrolment Documentation (Parent Agreement)</i>			
<i>Key Actions</i>	<i>Accountable</i>	<i>Responsible</i>	<i>Resources</i>	<i>Start By</i>	<i>Complete By</i>
<ul style="list-style-type: none"> ● TARGET 3 – 80% of students will attend school 90% of the time. ● Attendance Procedure updated to reflect government priorities and STAR (Stepped Attendance response). Share with school families and put on website. ● Office Administrator checks attendance rates for students at the end of each week and informs teacher/principal if it reaches more than 5 days per term. ● Keep parents updated about attendance rates each term. ● Develop templates for letters when student attendance is dropping. ● Implement new procedure including seeking help from MOE if required. 	Principal	Principal and Teachers	MOE information resources Arowhenua Whānau Services Attendance procedures	Term 1, 2025	Term 4, 2025
Staff brainstorm issues raised over the past year	Principal	Principal	Emails, pastoral care notes etc	Mid-Term 2, 2025	Mid Term 2, 2025
Survey with parents about what are the challenges they face in schooling	Principal	Principal	Google forms	Mid-Term 2, 2025	Mid Term 2, 2025
Parent focus group: the role of parents, teachers, Board, Proprietor in schooling	Principal	Principal	Space to meet	Mid-Term 3, 2025	End Term 3, 2025
Staff focus group: the role of parents, teachers, Board, Proprietor in schooling	Principal	Deputy Principal	Staff meeting time	Mid-Term 3, 2025	End Term 3, 2025
Student focus group: the role of parents, teachers, Board, Proprietor in schooling	Principal	Principal	Space to meet	Mid-Term 3, 2025	End Term 3, 2025
School Board/Proprietor: the role of parents, teachers, Board, Proprietor in schooling	School Board	Presiding Member	Foundation Doc; Educ&Train Act 2020; Time during a Board meeting	Mid-Term 3, 2025	End Term 3, 2025
Combine ideas, alongside Enrolment Documentation and Foundation Document to create Code of Conduct document for each group.	School Board	School Board	Space to meet	Start Term 4, 2025	Mid-Term 4, 2025
Distribute Code of Conduct documents with School Community for feedback	School Board	Principal	Internet accesss	End Term 4, 2025	End Term 4, 2025
Foundation Document: Have a healthy Christian school atmosphere or tone (Galatians 5:22); The School is to operate as an extension of the home; Must maintain a Christian Character over time (1 Cor 15:58); Parent and Community involvement (Romans 15:29). NELP Priorities: NELP Obj1: Learners at the Centre, Pr.1&2; NELP Obj2: Barrier Free Access, Pr.3					

Annual Plan Goal 3 – Initiative 2: Incorporate Adaptive feedback and External Review processes.

Outcome: Effective partnerships with a shared vision which reflects our Special Character, through ongoing reflective practice and communication.

Measures: Job/Role description; Surveys of Staff and Parents, Stakeholder Engagement Plan

<i>Key Actions</i>	<i>Accountable</i>	<i>Responsible</i>	<i>Resources</i>	<i>Start By</i>	<i>Complete By</i>
Carry out a Relationships/Culture assessment with students	Principal	Principal	Assessment tool; past well-being surveys	Mid-Term 3, 2025	End Term 3, 2025
Create an action plan based on R/C assessment	School Board	Principal	Assessment results	Mid-Term 4, 2025	End Term 4, 2025
Identify Stakeholders and their areas of 'interest'	School Board	Principal	Stakeholder Identification / Descriptions	Mid-Term 3, 2025	End Term 3, 2025
Create a Stakeholder engagement plan	School Board	Principal	Time to meet	Mid-Term 4, 2025	End Term 4, 2025

Foundation Document: Have a healthy Christian school atmosphere or tone (Galatians 5:22); The School is to operate as an extension of the home; Must maintain a Christian Character over time (1 Cor 15:58); Parent and Community involvement (Romans 15:29)

National Education and Learning Priorities:

NELP Obj1: Learners at the Centre, Pr.1&2; NELP Obj2: Barrier Free Access, Pr.3