

# Papakura High School

## 2.1 Review Policy

### Rationale

The Papakura High School Board of Trustees, with the principal and the staff is required to maintain a programme of self-review to monitor school policies, plans and programmes, and student progress and achievement to ensure continuous transformation.

### Purpose

The purposes of this policy are to:

- (a) ensure review processes allow for continuous improvement in student achievement, teaching and learning programmes.
- (b) ensure the school is on track with progress against its Charter goals, including annual student achievement targets by using up to date externally referenced achievement information.
- (c) enable the board to identify, assess and evaluate the effectiveness of all areas of school operation in meeting the objectives and targets in the school Charter, Strategic and annual plans and value added over time.
- (d) provide accurate and evidence-based information to the Board to inform communication with parents and the wider community on student achievement.

### Guidelines

1. All learning areas, teams and significant areas of school operation are required to undertake a regular and annual self-review programme including targets and strategies to achieve targets. These will involve investigating evidence about student outcomes and current ways of doing things to find out where improvement is needed and will develop relevant actions.
2. The PHS Board recognises the importance of having an ongoing timetable of review to ensure that progress is continually being made towards reaching strategic goals. This self-review timetable will include information regarding the following:
  - (a) Plans and programmes
  - (b) Evaluation of student progress and achievement information
  - (c) Legislative compliance audits and reports
  - (d) Review of policies and procedures
  - (e) Special reviews triggered by emerging issues and unforeseen events
3. This review programme will enable the board to:
  - (a) ensure student progress and achievement are at the centre of all Board business, and that Papakura High School provides effective learning for all our students
  - (b) celebrate achievement and successes
  - (c) update the school Charter and set new student achievement goals
  - (d) identify areas of weakness and take strategic action for improvement

- (e) assess its own performance as a Board and as individual trustees and to make any necessary changes to improve student achievement levels and to meet the community's expectations and aspirations for the education of its children
- (f) ensure the school complies with all legislative requirements.

4. The PHS Board self-review programme will operate on a three-yearly cycle aligned to the board's term of office.
5. This policy will be reviewed every three years in line with the triennial work plan.

Reviewed & Ratified: Term 2, 2021

Next review date: Term 2, 2024

Signed:

Designation: Chair, Board of Trustees

## Related procedures/supporting documentation

Policies

Procedures

Documents

Staff Manual Handbook