



## SCHOOL SELF-REVIEW

### Rationale

Under National Administration Guideline 2 schools are required to maintain an on-going programme of self-review in relation to policies, plans and programmes, including evaluation of information on student achievement.

The Kimi Ora Board accepts its responsibility to monitor and provide oversight to the work of the School. The Board also understands that regular review is a vital tool in continuous improvement.

### Purpose

1. To ensure that the Board fulfill its obligations to provide oversight.
2. To ensure the Board keeps its focus on its responsibilities under the National Administration Guidelines and the strategic and annual goals set by the school.
3. To set the Board's expectations for self-review of school operations.

### Delegations

The Board retains responsibility for oversight of school operations (NAGs 2-8) and progress towards achieving strategic goals.

The Board delegates review of student achievement and curriculum matters (NAG 1) and reporting progress towards annual goals to the Principal and **will** be informed of outcomes through written reports to the Board.

### Guidelines

1. The Board will schedule areas for review on an annual board calendar.
2. Where ever possible the Board will use existing internal (student achievement data, financial reports, staff turnover, reports on appraisal process, parent complaints etc), and external (eg ERO report, audit reports, MoE feedback on charter) sources of information to review school operations.
3. Where gaps in information are identified the Board may gather information for the purposes of review. Tools used to gather information could include analysis of achievement data, parent consultation, staff feedback, review of school documents and plans, interviews with stakeholders etc.

4. Notwithstanding 1 and 2 above, the parent community will be surveyed at least every two years about the school-community relationship and other areas of interest. The staff will be surveyed at least every two years with regard to their employment relationship with the board. Equal employment opportunity issues will be part of this survey.
5. Review findings will feed into ongoing school development, strategic and annual goals.

### **Documentation**

The Board expects the following documentation to be kept up to date in the school:

Board calendar

Signed: 

Date: 19 May 2015

Chairperson  
Kimi Ora School Board of Trustees

**Review June 2015**