



# TE AROHA COLLEGE

*A purpose joyful; A courage blameless*

**BOT, Senior Leadership &  
Teacher Review Team**

**School Leadership**  
February 2017

106 Stanley Ave  
Te Aroha 3320

P O Box 218  
Te Aroha 3342

Ph. 07 8848625  
admin@tearohacol-  
lege.school.nz

**PRINCIPAL**  
Ms Heather Gorrie

**DEPUTY PRINCIPAL**  
Mr Peter Jager

**DEPUTY PRINCIPAL**  
Mr Wayne Stringer

**ASSISTANT  
PRINCIPAL**  
Mrs Sam Mortimer

**SPECIALIST  
CLASSROOM  
TEACHER**  
Mr Ken Rowe

**COMMUNICATION & IT**  
Ms Danielle Germell

**HOL ICT**  
Mr Alex Daroux

**HOL Careers &  
Pathways**  
Ms Linda Merriman



## **Board of Trustees & Senior Leadership**

### **2016 Operating Structures Review Report**

We would like to thank all parents who took the time to complete the survey on Interest Day or provided your verbal feedback at the meeting held in September last year. We appreciated parents' honesty, ideas, comments and feedback and valued your contribution to ensuring we continue to improve our school.

We received 29 responses from the Interest day survey. This was added to the full list of feedback collected at the September meeting and wider verbal comments regarding Interest Day and our operational structures.

We have intensively reviewed this information along with the school attendance and achievement data with the staff leading the project, with senior leadership and the board of trustees. We have taken on board your concerns and comments and worked hard to ensure these are met with an intensified and restructured approach to our operations for 2017.

The process of developing new initiatives is never straight forward. We thank you all for your willingness to share your views and we encourage you to come and meet with the leadership team should you not feel we have not met your students' needs or you have concerns going forward.



# TE AROHA COLLEGE

*A purpose joyful; A courage blameless*

After an intensive review of all of the 2016 results, data and evaluation there is clear evidence to support the continuation of 100 minute periods as our core structure for learning delivery. The Board of Trustees and Leadership Team have made the decision that Interest Day will be continued in a modified and restructured manner for terms 2 and 3, 2017 with regular reviews.

## **Key Feedback Areas:**

### **Attendance Management**

A complete overhaul of the attendance system has been undertaken since last year. This includes the following:

- A change in the shape of the day to start with period 1, the shifting of Form to the end of period 1 and a later start of 8.45am to ensure all bus students have arrived before the start of the day. We expect all students to be on site by 8.40am.
- Rebecca Johnson has been placed as administrator in charge of attendance and Peter Jager (Deputy Principal) will head the attendance team for 2017.
- Text notification will operate for all three teaching periods during the day for any student absent without explanation. Parents and caregivers please ensure your contact cell phone details are correct and up to date on our student database.
- There is a clear expectation that parents/caregivers will phone or email Rebecca by 8.30am if students are sick or absent from school. A note/email from parents is required if students are absent and a medical certificate is required for any absence longer than three days.
- There is a clear expectation that all students will attend school or school related activities every day.
- The changes have not been restricted to just the Interest Day format but will include all teaching

periods in the week and full school sporting events.

### **Parent Consultation & Selection of Interest Blocks by Students**

To address concerns regarding student choice and selection for Interest Day blocks, we plan to hold a Student and Parent information night in week 8 of term 1 similar to what we run for subject selection. There will be outside presenters, staff who are offering programmes and students who have experience in what has been offered to provide parents and caregivers the opportunity to ensure student potential selections meet their expectations. We have also increased the role of course and career counselling for students who may be unclear in what their interests are. In the coming weeks both staff and students are contributing to the overall planning for term 2. Parents are welcome to come in and discuss with senior leadership any questions they may have.

### **The Need for Specialist Support in a Study Block**

To address concerns regarding additional study and support of traditional curriculum learning the final block on Wednesday in terms two and three for senior students will be a supported study block allowing students to gain time with specialist subject staff as tutorial time and will be compulsory to attend.

For juniors this time will be dedicated to pastoral care, team building and learning support.

### **Learning time for Traditional and Non-Traditional Curriculum**

Each approved Interest Day programme will offer a range of learning opportunities including links to existing curriculum, further options for qualifications or further practical time and work experience that counts toward planned career goals and enhancing student experiences.

Each student will complete a reporting schedule for parents/caregivers with support from their tutors, teachers and facilitators.

We hope that for those students who are challenged by self-management that this will aid in providing a clear guideline and expectations for their involvement.

### **Educational Merit of Interest Day Activities**

We have addressed areas where parents felt there was questionable value. This has meant we have will not be including purely recreational options and all options will have clearly planned outcomes. We do however note that what some parents consider as recreational activities are actually very real career options for our students in the future and we will be working on community education around the changing world of job opportunities in 2017.

### **Increased Communication**

We are also working hard to increase communication between home and school to ensure parents feel informed and involved in what we are doing. The full supporting Interest Day Action Plan, approved by the BOT, is available on request and will be posted on the website.

### **Factual Information to support wider parent questions**

#### **Teacher Availability**

We wish to advise parents/ caregivers that under the National Teachers Collective Agreement secondary teachers have a set amount of time that can be used for contact teaching. Given the variety of programmes not all teachers have scheduled contact time available for Interest Day blocks but are fully involved in planning, preparation and administration during this

time. It is a requirement of all schools nationally not to exceed teaching allocations. In 2017 18-20 teachers will be actively participating in the Interest Day programme blocks.

Our team for Interest Day also includes qualified specialists in a number of programmes and locals who have passion and talents in particular areas.

### **Diverse Learning Pathways**

We wish to stress to all parents and caregivers that as educators we believe the best thing we can do is develop students' abilities to be learners. Although NCEA credits are critically important as an assessment of traditional learning, they are not the only assessment of learning. Students who are self-motivated and have positive and diverse learning outcomes along with highly developed social and leadership strengths, are what our employers and tertiary organisations are seeking. We are all working to develop learning opportunities that expose our students to real world experiences and support them to stand out from the rest. Our comprehensive sporting and camps programme are examples of the wider opportunities our students have along with the Trades, Gateway and University programmes.

We welcome all feedback and should you have any concerns that the learning programme is not meeting the needs of your student, please come in and discuss this with the Deans or Senior Leadership. We look forward to working with you all for student success.

### **Board of Trustees, Senior Leadership and Teacher Review Team**

**Te Aroha College**





## School Leadership

February 2017

### Operating Day Structure for 2017

We have made the following proposed refinements to the shape of the day for 2017. Term 1 is currently in operation. This has been done to better use the time and to support greater attendance management.

#### Day Structure Term 1

8.40 -	All students at school
8.45 - 10.25	Period 1
10.25 - 10.35	Form
10.35 - 11.05	Break
11.05 - 12.45	Period 2
12.45 - 1.25	Break
1.25 - 2.15	3A Junior *Period 3 Senior
2.15 - 3.05	3B Junior *Period 3 Senior

#### Day Structure Term 2 & 3 Wednesday Timetable

8.40	All students at school
8.45 - 10.45	Block 1
10.45 - 11.55	Break
11.25 - 1.25	Block 2
1.25 - 2.05	Break
2.05 - 3.05	Academic Support Block

#### Day Structure Term 4

8.40 -	All students at school
8.45 - 10.25	Period 1
10.25 - 10.35	Form
10.35 - 11.05	Break
11.05 - 12.45	Period 2
12.45 - 1.25	Break
1.25 - 2.15	3A Junior *Period 3 Senior

106 Stanley Ave  
Te Aroha 3320

P O Box 218  
Te Aroha 3342

Ph. 07 8848625  
admin@tearohacol-  
lege.school.nz

PRINCIPAL  
Ms Heather Gorie

DEPUTY PRINCIPAL  
Mr Peter Jager

DEPUTY PRINCIPAL  
Mr Wayne Stringer

ASSISTANT  
PRINCIPAL  
Mrs Sam Mortimer

SPECIALIST  
CLASSROOM  
TEACHER  
Mr Ken Rowe

COMMUNICATION & IT  
Ms Danielle Gemmell

HOL ICT  
Mr Alex Daroux

HOL Careers &  
Pathways  
Ms Linda Meriman