



# Korakonui School

## Community Engagement Plan 2020 - 2022

### 'mahi tahi'

*The Korakonui School Board of Trustees and management believe that students are better able to attain their highest levels of engagement, progress and achievement outcomes when the school and community are working together.*

*As such the Korakonui Board of Trustees is committed to engaging the community through a variety of means as outlined in this Engagement Plan, including information, consultation, involvement, collaboration and empowerment.*

*The plan is supported by, and should be read in conjunction with the:*

- *Board Annual Workplan*
- *Triennial Self Review Plan*
- *Korakonui's School Charter*
- *Parents in Classrooms Management Procedures*
- *Education Outside the Classroom (EOTC) Procedures*
- *NZSTA Trustee Election Processes*
- *School Policies Framework (as appropriate)*
- *School Procedures Manual (as appropriate)*



## Korakonui School Community Engagement Plan

Level of engagement	Inform	Consult	Involve	Collaborate	Empower
<b>What it involves</b>	Outward communication from the school or board to update the community on something that has happened, or is about to happen.	<b>Two-way communication designed to obtain community feedback on significant decisions, policy review, aspirations and expectations, and particular areas of curriculum.</b>	Opportunities for parents/whānau and/or wider community participation in school or classroom activities and events.	<b>Opportunities where the school and parents/whānau can work together (mahi tahi) to support students' education, and in some significant decision making.</b>	Election of parent-nominated and voted persons to set school direction and make decisions on behalf of their community.
<b>When it may happen</b>	The school will inform the community regularly of happenings and notices. The board will generally inform when significant decisions are made.	<b>The board will consult the community on a cycle of charter and policy review over a 3 year period. The school will consult regarding some curricular areas and Māori student achievement and learning opportunities on an annual basis.</b>	The school will offer ongoing opportunities for parents/whānau and/or community involvement in trips, classrooms, sports, arts, cultural events and presentations.	<b>The school will offer student-centred meetings twice yearly. Other opportunities will be offered by the board or school as and when appropriate.</b>	Korakonui School holds a split election cycle. (Next election mid 2017 with the 3 yearly election due in 2019).
<b>Examples where it may be used</b>	Daily notices Upcoming events Appointment of new staff Dates and times of board meetings.	<b>Māori community consultation Health and PE curriculum School Vision and Values Health and Safety Policy review.</b>	School camps Parent help in classrooms Sports days Presentation evenings.	<b>Student-centred meetings, Parent forum or focus groups Fundraising/PTA Community meetings, hui.</b>	Board of Trustees elections.



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Level of engagement	Tools	Responsibility	How	Frequency
<b>Inform</b>	School newsletter	Administration	Newsletter - shared via Email, Website, Hero, Paper copy where required.	Twice a term
	Class newsletters	Teachers/Principal/ Administration	Newsletter - shared via Email, Website, Hero, Paper copy where required & displayed in Admin area	At the beginning of every term Supplementary as required.
	Board newsletter	Board of trustees/ Administration	Newsletter - shared via Email, Website, Hero, Paper copy where required.	Quarterly
	Daily notices	Administration/Teachers	Website, Facebook, Hero Email, paper copy,	As required
	School notices – events etc	Board or Principal	Hero, Website - Landing Page	Weekly (admin)
	School events - calendar	Administration/Teachers	Website	Regularly updated
	Letters to parents	Principal/Teachers Board of trustees.	Hero, Facebook, Email (if required) Paper copy (if required).	As required
	Student reports	Principal/Teachers	Hero, Facebook, Email (if required) Paper copy (if required).	Twice yearly
	Annual report.	Principal/Administration	Website	Annually.
<b>Consult</b>	Charter review	Board of trustees	Online survey, hui	3 yearly
	Policy reviews	Board of trustees	Online survey	As programmed



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	Procedure reviews	Principal/Board/staff		
	Māori community	Board of trustees	Online survey	As programmed
	Health and PE curriculum.	Principal/board	Meeting, hui	Annually
		Principal/Teachers in Charge	Online survey, notices.	As required.
<b>Involve</b>	Parent help classroom	Teachers	Invitation/newsletter/notice.	As required
	Exhibitions of Learning	Teachers/SLT	Invitation/newsletter/notice	Once per term *
	Parent help trips, camps	Teachers/Principal/BOT	Hero, Letter, Facebook (if required)	As required
	Presentations, Assemblies	Teachers/Principal	Hero, Letter, Facebook (if required)	Regularly (review 2020) *
	Special Opportunities - sports, arts, quiz, E-Pro8 etc..	Teachers/Principal	Hero, Letter, Facebook (if required)	
<b>Collaborate</b>	Parent forum/focus groups	Board/Principal	Invitation/newsletter	As required
	Teacher/parent/student-centred meetings	Teachers/Principal	Invitation/notices	Twice yearly
	Fundraising, parent and/or community groups	Principal/Fundraising committee	Invitation/newsletter/notice	As held
	Community meetings, hui.	Board/Principal.	Invitation/newsletter/notice.	As required.
<b>Empower</b>	Board of Trustees Elections.	Board of Trustees.	Email/notices/newsletter Community meeting/hui.	3 yearly Mid term election - 2020 Full term election - 2021



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### 2020:

- \* Assemblies to be bi-weekly - review days (Covid-19) Will review for Terms 3 & 4
- \* Exhibitions of Learning - trialled 2019 (continue 2020) (Covid-19). Review end of 2020 through consultation
- \* Regularly monitor newsletter (reader's engagement)
- \* Weekly notices - now landing page for website (review end of 2020)