

## **SECTION A: STUDENT LEARNING**

### **A1 TEACHING AND LEARNING**

- 1.0** Otamatea High School will foster student achievement by delivering programmes that meet the learning needs of every student to reach their potential.
- 1.1** Otamatea High School will provide teaching and learning programmes that incorporate the NZ Curriculum.
- 1.2** Programmes will be challenging, will ensure breadth and depth of learning and will enable success in all the essential learning and skill areas.
- 1.3** Students will be given the opportunity to be actively involved in a wide range of co-curricular activities.

**Ratified 04/04/2013 (BoT)**

**Ratified 31/03/2016 (BoT)**

Reviewed June 2017 (DS)

**Reviewed/ratified 26/06/2017 (BoT)**

**Reviewed/amended/ratified 10/4/2019 (BOT)**

### **A2 TREATY OF WAITANGI**

- 1.0** Otamatea High School will fulfil the aims of Te Tiriti o Waitangi by offering a range of Te Reo Māori and tikanga programmes to all students.
- 1.1** Otamatea High School will develop and communicate policies, plans and targets for improving the achievement of Maori students, in consultation with the school's Maori community.

**Ratified 04/04/2013 (BoT)**

**Reviewed/ratified 25/06/2015 (BoT)**

**Reviewed/ratified 4/04/2018 (BOT)**

### **A3.1 SPECIAL NEEDS**

- 1.0** Otamatea High School will meet the learning needs of students with special needs including Gifted and Talented students.
- 1.1** Otamatea High School will provide appropriate support and opportunities for the inclusion of students with special needs in all aspects of school life.

**Ratified 04/04/2013 (BoT)**

**Reviewed/amended/ratified 25/03/2015 (BoT)**

**Reviewed/ratified 07/07/2017 (BoT)**

### **A3.2 GIFTED AND TALENTED**

#### **A3.2 The Gifted and Talented Policy of the school**

##### **Purpose**

Otamatea High School is committed to identifying our gifted and talented students so that their individual needs may be more appropriately met and to assisting these students to reach their full potential academically, emotionally, physically and socially.

## **Rationale**

Otamatea High School recognises that students with exceptional ability are present in our school population. We acknowledge that gifted and talented students possess, to an outstanding degree, demonstrated ability or potential in one or more of the following areas:

- general intelligence
- specific academic areas
- visual and performing arts
- psychomotor ability
- leadership
- thinking
- interpersonal and intrapersonal skills
- spirituality
- cultural

Gifted and Talented students require supportive teachers and learning environments in order that their potential may be translated into demonstrable ability and talent. Gifted and Talented students can underachieve in relation to their potential and may not be seen as productive or successful in class. Gifted and Talented students can have learning disabilities with which they may require help and support. A language barrier does not preclude a child from being gifted, or from requiring extension work. Children from other cultures have gifts and talents which are valued and which should be recognised.

## **Policy statement**

The Ministry of Education document *Gifted and Talented Students: Meeting their Needs in New Zealand Schools* (2000) will form the basis of our school's procedures to ensure our gifted students are identified and receive specific educational attention.

Prepared May 2017 (DS/EV)  
Reviewed/adopted 26/06/2017 (BoT)

## **A4 INFORMATION and COMMUNICATION TECHNOLOGY**

### **Rationale**

Information and Communication Technologies (ICT) are an essential part of everyday life for all staff and students at Otamatea High School. The provision and ongoing development of ICT is essential in today's and tomorrow's schools. The challenges of rapid technology development require a school policy that promotes flexibility and innovation.

### **Purposes**

The purpose of this policy is to define the requirements and priorities for ICT use at Otamatea High School.

### **Scope:**

This policy applies to:

1. All employees
- and

2. contractors who have delegated responsibility to install, develop, service and maintain ICT,
- and
3. All students

### **Policy**

1. The school will provide and maintain an electronic ICT network of hardware and software.
2. The network will provide for:
  - a. School administration
  - b. Student Education
  - c. Security of school premises
  - d. Communication with and between stakeholders
  - e. Public relations and promotion of the school.
3. The highest priority for ICT use is student learning and achievement.
4. The school recognises the rapid rate of change and development of ICT, and when considering new initiatives, will pursue innovations that are flexible to change, adaptable and cost-effective, and best suited to students' needs.
5. ICT users will be protected from offensive and inappropriate material by appropriate monitoring and filtering systems.
6. ICT users will be protected from cyberbullying by appropriate management procedures, protocols, and interventions.
7. The ICT network must be protected from damage and sabotage caused by malicious cyberspace activities such as viruses and malware.
8. Copyright and intellectual property protection legislation will be strictly observed.
9. ICT Intellectual property developed at the school shall be regarded as the property of the school
10. The Principal will establish and maintain a set of management procedures containing rules and protocols to support and enact this policy.

Adopted Board of Trustees 26 June 2018

**A5 EDUCATION OUTSIDE THE CLASSROOM (EOTC)**

**1.0** All EOTC will be planned to provide curriculum-based activities to meet the learning needs of every student and fulfil legislative requirements.

**Ratified 04/04/2013 (BoT)**  
Reviewed 31/03/2017 (KG)  
**Reviewed/ratified 10/04/2017 (BoT)**

**A6 TIMETABLE POLICY**

**1.0** A school timetable is developed annually

- i. to meet the learning needs of every student,
- ii. to meet the requirements of the New Zealand Curriculum,
- iii. to comply with the Secondary Teachers Collective Agreement
- iv. to allocate resources responsibly

**Ratified 04/04/2013 (BoT)**  
**Reviewed/amended/ratified 30/06/2016 (BoT)**  
Reviewed/amended June 2017 (DS)  
**Reviewed/ratified 26/06/2017 (BoT)**  
**Reviewed/ratified 10/4/2019 (BOT)**

**A7 CAREERS EDUCATION**

**1.0** Otamatea High School will ensure that all students receive appropriate and timely careers education and guidance in line with current legislation and best practice.

**Adopted 25/03/2015 (BoT)**  
Reviewed/amended 26/03/2017(RCS)  
**Reviewed/ratified 10/04/2017 (BOT)**

**A8 THE SCHOOL LIBRARY**

The school library will offer a welcoming environment that supports teaching and learning in the school's curriculum, equity and Treaty of Waitangi goals. The library will encourage life-long recreational reading and support information literacy development.

**Ratified 26/11/2014 (BoT)**  
**Ratified 16/5/2018 (BoT)**

**A9 SEXUALITY EDUCATION**

Otamatea High School will ensure that it complies with the legislations of The National Education Guidelines and Section 60B of the Education Act when developing, implementing and reviewing sexuality education.

Developed July 2017 (LP)

**Adopted 24 July 2017 (BoT)**