



Knighton Normal School Annual Implementation Plan 2025

Where we are at currently:

2024 Statements of Variance

[KNS Statement of Variance - Mathematics](#)

[KNS Statement of Variance - Reading](#)

[KNS Statement of Variance - Writing](#)

School Strategic Goal 1
Enriching learners by evolving our professional practices

Annual Goal 1.1:	<p>Vision and Values: Aspiration: The Knighton Way is a living document and something all people aspire to live by.</p>
Actions	<p>Kaiako continues to embed and integrate the values and dispositions of The Knighton Way into everyday life at school.</p> <p>The values and dispositions of The Knighton Way are communicated in school newsletters and class letters throughout the year.</p>

Annual Goal 1.2:	<p>Organisational Culture and Hauora: Aspiration: All staff and students have a sense of wellbeing and fulfilment in their workplace.</p> <p>Government Priority: Stronger learning support: Targeting effective learning support interventions for students with additional needs.</p>
Actions	<p>Design and embed a KNS Attendance Action Plan. Target: To improve regular attendance at KNS by 10% (from 2024 data) for each term.</p> <p>Continue to trial The Hauora Hub as a place 'for tamariki to learn how to look after their own hauora and the</p>

	wellbeing of others, to equip them with skills and strategies to stay inside their window of tolerance within their akomanga.’
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Annual Goal 1.3:	<p>Inclusive Learning: Culturally Responsive Pedagogy</p> <p>#1 Te Reo and Tikanga Māori; #2 Multi cultural:</p> <p>Aspiration: Our actions and pedagogy give effect to Te Tiriti o Waitangi</p> <p>All staff, students and community have a sense of belonging and are able to learn in an authentic and culturally appropriate way.</p>
Actions	<p>Embed the explicit teaching of te reo Māori in all classes M-Th for 30 minutes a day as per the KNS Te Reo Māori Vision statement.</p> <p>Set up and run Kapa Haka for mainstream tamariki and Te Hihiri.</p> <p>Continue with the explicit teaching of Aotearoa Histories.</p>

Annual Goal 1.4:	<p>Professional practice: Aspiration: All staff continuously develop their formation as a teacher, administrator, learning support, and leader of learning.</p> <p>Government Priority:</p>
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	<p>Better approach to literacy and numeracy: Implementing evidence-based instruction in early literacy and mathematics.</p> <p>Specific Goals:</p> <ul style="list-style-type: none"> ● Prioritise PLD around pedagogy and implementation of programmes related to effective teaching of writing. <ul style="list-style-type: none"> ➤ Outcome: By the end of the year, 70% of students will be working at their expected curriculum level in tuhituhi/writing. ● Prioritise PLD around pedagogy and implementation of programmes related to effective teaching of reading. <ul style="list-style-type: none"> ➤ Outcome: By the end of the year, 75% of students will be working at their expected curriculum level in pānui/reading. ● Prioritise PLD around pedagogy and implementation of programmes related to effective teaching of pāngarau/mathematics. <ul style="list-style-type: none"> ➤ Outcome: By the end of the year, 85% of students will be working at their expected curriculum level in pānui/reading.
<p>Actions</p>	<p>Unpack and start upskilling staff knowledge, skill and understanding of the English and Mathematics Curriculum Documents.</p> <p>Year 2/3 learn how to effectively use the Oxford Mathematics Programme.</p> <p>Phase 2 kaiako learns how to effectively use the Top Teaching Tasks Structured Literacy Programme.</p> <p>All staff continue to learn and embed the Te Reo Māori at KNS Programme introduced by Nadine Malcolm. Contract, using Board funds, Nadine to come in and support kaiako throughout the year.</p> <p>Facilitator training in BSLA.</p>

Annual Goal 1.5:	<p>Curriculum: Aspiration: The National and Local Curriculum inspires and provides a framework for our students to learn and grow. Key focus:</p> <ul style="list-style-type: none"> ➤ English and mathematics ➤ Te Reo Māori ➤ Health and wellbeing - MITEY <p>Government Priority: Clearer curriculum: Establishing a knowledge-rich curriculum grounded in the science of learning.</p> <p>Specific Goals:</p> <ul style="list-style-type: none"> ● Implement structured literacy and mathematics approaches for all ākonga.
Actions	<p>Familiarise and implement the new english and mathematics curriculum</p> <p>Embed the daily teaching of Te Reo Māori.</p> <p>Implement the MITEY programme as part of our Health and Wellbeing Curriculum.</p>

Annual Goal 1.6:	<p>Assessment, Planning and Reporting: Aspiration: Assessment, planning and reporting enables kaiako and ākonga to identify their strengths and opportunities for further growth.</p> <p>Government Priority: Greater use of data: Using data and evidence to drive consistent improvement in achievement.</p>
Actions	<p>Introduce the following assessments: Dibels, Phonics Checks, Reading PAT, Maths PAT, Oxford Maths assessment.</p>

	<p>Review and adjust our current reports to align with MoE expectations and the new curriculum.</p> <p>Teachers utilise the new curriculum documents to guide planning in English and mathematics.</p> <p>Focus on explicit teaching strategies in English and mathematics.</p>
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**School Strategic Goal 2
ENGAGING OUR COMMUNITY**

Annual Goal 2.1:	<p>Relational dialogue: Aspiration: There is open, respectful and useful dialogue between school and the community.</p>
Actions	<p>Continue with Individual teacher liaison with parents - both informal (i.e. day-to-day interactions) and formal (parent conversations)</p> <p>Full school wide information on our website (regularly updated) and prospectus</p> <p>Continue the pre school visit programme</p> <p>Effective use of social media and school app to share events, updates and highlights</p>

Annual Goal 2.2:	<p>Communicating learning: Aspiration: Communication of learning between kaiako, ākongā, and whānau is reciprocal and useful.</p>
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Actions	<p>Continue to investigate ways of reporting to parents using a system of ongoing formative reporting, rather than seeing reporting as an 'event'</p> <p>Invite parent feedback on our systems for communicating learning</p>
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Annual Goal 2.3:	<p>Partnering with the wider community: Aspiration: Relationships between the school and community add to the 'life' of the school.</p>
Actions	<p>Faculty of Education and Te Wānanga o Aotearoa</p> <p>Plan and implement targeted PD sessions in situ for students</p> <p>Give staff the opportunity to complete Mentoring and Coaching papers in school</p> <p>Attend grad programme meetings including: CUSP/Kakano Rua meetings, ITE advisory meetings, and NAMSA meetings and conference</p> <p>FoE to provide extra supports for International Students</p> <p>Ngāti Wairere and Ngāti Haua</p> <p>Tipu ake group working towards waharoa for the māra</p> <p>Hillcrest Kahui Ako</p> <p>Actively contribute to the Hillcrest Kahui Ako (CoL)</p> <p>Education Support Agencies</p>

	<p>Maintain our use of external education support agencies to help support students who need extra resourcing.</p> <p>Continue using the Attendance strategy using the Kahui Ako.</p>
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School Strategic Goal 3
EFFICIENT AND EFFECTIVE PLANNING FOR SUSTAINABILITY AND GROWTH (SYSTEMS AND INFRASTRUCTURE)

Annual Goal 3.1:	<p>Quality Management systems: Aspiration: All Management Systems enable the school to run in an effective way.</p>
Actions	<p>Use the annual self review schedule</p> <p>Continue to use the new Furniture Replacement Plan.</p>

Annual Goal 3.2:	<p>Personnel: Aspiration: The school attracts and retains high quality staff.</p>
Actions	<p>Attract, appoint, develop and motivate the very best staff available (both teaching and non-teaching roles)</p>

	To provide a high quality, personalised and responsive induction programme for all new staff and Provisionally Registered Teachers with a high-quality support programme
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Annual Goal 3.3:	Property / Learning Environment: Aspiration: Provide a school environment that is safe, attractive, welcoming and well maintained
Actions	<p>Complete the P3 projects of the 5YA within the allocated budget.</p> <p>Continue to have fortnightly property meetings with the property committee to review projects and maintenance.</p> <p>Work with MoE on fencing upgrade for high needs child.</p> <p>Monitor and manage cyclical maintenance plan.</p> <p>Upgrade the existing security system so security and fire are all on the one system.</p>

Annual Goal 3.4:	Finance: Aspiration: To carefully manage school finances, budget allocations to maximise the use of financial resources
Actions	<p>Prepare annual budget</p> <p>Ensure all financial management systems are safe and effective</p> <p>Continue to ask budget holders to provide a 'wishlist' in term 3 for the following year's budget.</p> <p>Continue to use financial support services from SRN. Have twice termly meetings with the accountant from</p>

	SRN to go over accounts and general financial position.
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Annual Goal 3.5:	Policy and procedure: Aspiration: All policy and procedures are known, understood , and relevant to the effective running of the kura.
Actions	Use school docs as platform for school policies and procedures.

Annual Goal 3.6:	Health and Safety: Aspiration: To ensure an environment which is safe
Actions	<p>Embed new EOTC forms.</p> <p>Check for and minimise potential for physical hazards</p> <p>Evacuation drill/practice year overview incorporating fire, earthquakes, lockdowns</p> <p>Monitor traffic safety plan</p> <p>Continue the Health and Safety Committee</p>

Annual Goal 3.7:	Legislation and compliance:
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	Aspiration: To fully comply with all regulatory and legislative requirements
Actions	<p>All returns completed to MOE: March 1st/July 1st roll returns</p> <p>Monitor legislation and make any changes necessary</p> <p>Charter/Strategic Plan submitted to Ministry of Education</p> <p>Teacher Registrations; Evacuation drills; Police vetting; Attendance; Vaccination registers</p> <p>Open correct number of half days, hours of instruction</p>

Annual Goal 3.8:	Governance and self review: Aspiration: To ensure effective governance practices are in operation
Actions	<p>Ongoing Self-review of our policies and procedures with focus on:</p> <ul style="list-style-type: none"> ➤ Raising student achievement ➤ Improving school systems ➤ Responding to changes in legislation ➤ Ensuring policies fulfil their purpose <p>Continue to use School Docs for all policy and procedure.</p> <p>All supporting procedures are up to date.</p>