



HUNTLEY SCHOOL ANNUAL PLAN 2021

This plan is not a detailed description of everything we do at Huntley. We continue to prepare students for the adventure of life through our holistic style of education. The Annual Plan is a platform to help keep us on track in delivering the strategic plan and making Huntley the school of choice in the lower North Island.

1. Teaching and Learning

Provide a learning environment that is modern, relevant and academically advanced and which nurtures every student to achieve their potential not only academically, but also spiritually, culturally, physically and socially.

Strategies

- 1.1 The learning environment will support and encourage the Huntley Values in all walks of school life.
- 1.2 The learning environment will expose students to experiences they will value and call upon in later years.
- 1.3 The curriculum offered will be broad whilst ensuring a sound grounding in literacy and numeracy.
- 1.4 The curriculum will be accessible to all abilities with support and extension as necessary.
- 1.5 Annual student performance targets will be set which allow the measurement of value added.

- 1.6 Annual student performance targets will be set against nationally recognised standards.
- 1.7 Assess whether there are avenues to extend our educational services beyond the traditional channels currently offered by the school.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
1.1, 1.3	Review the effort report system with a view to making it more relevant and explicit as well as easier for parents to understand.	Ongoing, with a new report implemented in 2022.		SMT		
1.1, 1.4 1.3	Purchase reading resources for Year 8 syndicate	3 years	\$2000	Yr 8 team		
1.3, 1.5, 1.6	In Years 3-8, 90% of students are at or above National Curriculum expectation for Reading and Mathematics. (Schoolwide Goal)	T4		All teachers		
1.3, 1.5, 1.6	In Years 3-8, 80% of students are at or above National Curriculum expectation for Writing. (Schoolwide Goal)	T4		All teachers		
1.1, 1.2, 1.3, 1.4	All teachers will use explicit group teaching to show/identify individual learning advancement. (Schoolwide Professional Development)	T4		All teachers		
1.1, 1.2, 1.3, 1.4	All classroom teachers will be using Huntley Heat to inform and scaffold teaching and learning as well as meeting data input deadlines.	T1		All teachers		
1.1, 1.2, 1.3,	All staff will show evidence of using student voice	T4		All teachers		

1.4	to reflect on teaching practice, delivery of learning programmes, and learning environment.					
1.1, 1.2, 1.3	Review and build on the Delivery of the Digital Curriculum.	Ongoing		SE/GW/NW/DH/ AW		
1.2	Subject reviews in Social Studies and Maths.	T4		AS/DH/DL/CM/NW/ AB/GW		
1.5	Annual student performance targets will be set which allow the measurement of value added. A particular focus on the 'middle band' of students.	Ongoing				
1.2, 1.3, 1.4	Meetings with Year 9 deans/Literacy and Numeracy HOD's to discuss learning progressions.	T2	A days relief	Year 8 staff and Whanganui Collegiate SE to co-ordinate with Wayne Brown		

2. Special Character

Ensure the Special Character of Huntley School generates and maintains a point of difference.

Strategies:

- 2.1 Create genuine reasons for parents to choose Huntley School over other alternatives.
- 2.2 Offer an education beyond the traditional curriculum.
- 2.3 Uphold Christian values and the teachings of the Anglican faith.
- 2.4 Maintain strong pastoral care and a supportive family environment.

- 2.5 Continue to offer a safe, modern and enjoyable boarding environment that students want to be a part of.
- 2.6 Students should leave Huntley having experienced the value of creativity in the Arts.
- 2.7 Students should leave Huntley School having experienced a variety of sporting activities, with a desire to maintain fitness and health, and having learnt the value of teamwork.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
2.5, 2.2, 2.4, 2.5	Continue to develop the Long Room area	Ongoing		BP		
1.2, 1.1	Deliver a resilience and values programme alongside the New Zealand Institute of Well Being and Resilience. With a spotlight on developing your strengths.	Ongoing		GW and Team Leaders		
2.4	Student creed delivered by badges	T1		SE		
2.4, 2.5	Review of Boarding practices	T3		BP		
2.4, 2.5	Boarding survey for parents and boarders	T2		BP		
2.7	Finish Sport Policy	T4		AR		
1.2, 1.1	Bicultural NZ Implement Ki - O - Rahi in Social Studies	Ongoing		DL		

	Look into creating a Kapa Haka group.					
2.5	<p>Free boarding nights for year groups: Year 5/6 FREE optional sleepover</p> <p>Yr 7 stay night(s) in the boarding house</p>	<p>During NI Tour</p> <p>Leadership week</p>		BP		
2.1	Continue to provide an exciting Alternative Programme	Ongoing		NW		
2.3	Compulsory student attendance at Chapel twice a term	Ongoing		AS		
2.7	<p>Sport - across all codes our weekend teams will participate for fun and enjoyment whilst developing skills and a love of the game.</p> <p>Prep matches are our rep matches and the aim is to win whilst maintaining a high standard of sportsmanship.</p> <p>Cricket: To achieve a 50% win rate in prep school matches To win the Central Districts T20 tournament and CO-ED Cup To qualify for the NZ Primary School Cup To develop girls cricket; qualify for the girls CD tournament The Colts team to be in the top 3 of the competition</p>					

	<p>2nd and 3rd XI to be competitive in prep matches Develop Years 3-5 cricket skills</p> <p>Tennis: To achieve a 50% win rate in prep school matches Win the CO-ED Cup Win Manawatu Primary Schools Tournament Develop B and C ladders</p> <p>Triathlon: To enter the National Championships and medal in individual and team races To have a strong presence at the I tri'd the Tri competition in Palmerston North Develop Junior Triathletes</p> <p>Rugby: To achieve a 50% win rate in prep school matches Develop the 2nd XV and Colts teams who will remain competitive in prep matches</p> <p>Football: To achieve a 50% win rate in prep school matches Develop junior players</p> <p>Hockey: To achieve a 50% win rate in prep school matches Develop the 2nd XI and Colts teams who will remain competitive in prep matches</p>					
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	<p>Netball: To achieve a 50% win rate in prep school matches Develop junior players</p> <p>Basketball: To make the Grand final of the Manawatu Year 7/8 Co-Ed competition</p> <p>*See Sport Policy for more detailed information</p>					

3. Staffing

Resource the School with personnel in a way that best ensures the Teaching and Learning and Special Character aims of the School are achieved.

Strategies:

- 3.1 Employ and retain suitably qualified staff.
- 3.2 Have formalised organisation structures, together with specific and relevant job descriptions.
- 3.3 Have an appraisal and staff development process.
- 3.4 Professional development should create one culture of professionalism, respect and striving for excellence.
- 3.5 The work undertaken should enable staff to feel challenged and engaged, and provide them with opportunities to learn and grow, and able to exercise

some discretion and control over what they do.

3.6 Have a robust and consistent performance management process.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
3.5, 3.2	Well being and Resilience PD for all staff		\$5,000	SE		
3.5, 3.4	Develop a plan to implement Well-Being into our curriculum	T4		GW		
3.3	All staff will be appraised			SMT/TL		
3.4, 3.5	PD focussed on each individual classroom teacher.		\$6,000	SE		
3.1	Action staff housing recommendations		\$50,000	BOT Property team		
3.1	Look into half term breaks; 5 weeks on, 1 week off then 4 weeks on, 2 weeks off			SE/BOT		

4. Resources and Environment

The School's physical environment should be memorable, suitably resourced, fit for purpose, well maintained and comply with regulations.

Strategies:

- 4.1 Work to an ongoing 10 year property maintenance programme.
- 4.2 Review and improve facilities in line with regulations and functionality.
- 4.3 Develop and prioritise a "wish list" of facilities and resources that will enhance the learning environment and other strategic goals.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>

4.3	<p>Wishlist items:</p> <p>Front entrance plans: remove farm fence and plantings to replace with better fencing and planting</p> <p>Fitness Track and Orchard Development</p> <p>Play space; develop junior huts A and T upgrade; seating, staging, flooring, costume storage, prop storage</p> <p>Resurface top courts into turf and mark out 2 courts</p> <p>Sun shade over the pool area</p>					
4.1	Work to 10 year Property Plan					
4.2, 4.1	Implement Gardening Plan		\$5000	Gardener		

5. Communications

A well-considered and planned approach to communications will maximise stakeholder satisfaction and the potential to attract and secure future students.

Strategies:

- 5.1 Communicate effectively and in a timely manner with our stakeholders.
- 5.2 Ensure that communications are cognisant of race, age and gender.
- 5.3 Develop a concise, researched communications plan that targets identified stakeholder needs within the annual budget provided.
- 5.4 Annually review communication and marketing initiatives undertaken for the benefit of future planning decisions.

- 5.5 Provide recommendations on market perception and expectations of fee levels, the dissection between fee components and the concept of moving further towards user pays for “add-on” services.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
5.1, 5.2	Review and consolidation of all policies					
5.1	Plan the 125 th celebration year					
5.4	Annual review of marketing and set strategy;					
5.1	New videos showing specialist teaching and programmes					
5.3	New prospectus					
5.1	Look to be in the newspaper more frequently					
5.2	Involving girls more in marketing/dorm life shared as a girl					
5.3	Look at targeting boarding roll and girls roll					
5.4	Exit survey Y8 parents: 5 best features and 3 areas for improvement					

5.2	Student messages on the answering phone					
5.1	Upcoming events communicated in advance					

6. Health and Safety

End each day healthy and safe.

Strategies:

- 6.1 All practical steps will be taken to ensure that people in the vicinity of the school, or on school related activities, are not harmed in any way.
- 6.2 Physical and emotional well-being have a high priority.
- 6.3 Health and Safety regulations will be adhered to.
- 6.4 Board Members, Senior Management and all staff will receive Health and Safety training.
- 6.5 The School will continue to improve its Health and Safety procedures.
- 6.6 Health and Safety incidents will be investigated.
- 6.7 The Board will ensure the school has regular Health and Safety meetings which are subsequently reported to the board.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
6.3, 6.1,6.5, 6.6	Continue to refine and review EOTC Processes and documentation					

6.7	Regular H & S Committee meetings					
6.4	HM to attend H & S course					
6.1, 6.3	Implement and use Sweet Process					

7. Financial Sustainability

The Board has stewardship of the School for future generations and as such it must remain in a financially stable and low risk financial position by meeting its annual outgoings (including all provisions and accruals) from the income generated in that financial year.

Strategies:

- 7.1 Annually set operational and capital works expenditure budgets to best achieve the strategic plan.
- 7.2 Set an appropriate annual fee level.
- 7.3 Work with the Parents and Friends of Huntley School (PFH) and the Old Boy and Girls Association (OBGA) to raise and allocate funds.
- 7.4 Identify and maximise ongoing income from non school fee sources.
- 7.5 Explore future-proofing options for Huntley School in keeping with the objectives of the Huntley School Trust Deed.
- 7.6 Develop scholarship and/or sponsorship models to allow more students access to Huntley.

<u>Strategic Plan Cross Referenced</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
7.1	Annual budget set	January		BOT		
7.5	History of the last 25 years for 125 th celebrations					

7.5	Seeking Grants from Charity Funding bodies			Grants and Sponsorship Officer		
7.1	That all key budget holders operate below, or not more than \$1000 above budgeted expenditure					
7.6	Sponsorship policy process and procedure to be re-communicated in the General Information Booklet					
7.4 7.6	Sponsorship% of total costs. Identify-implement, incentivise and achieve. Develop boarding scholarships for girls.					
7.1	Independent Boarding review					
7.2	Casual Boarding;first 2-3- nights cheaper					
7.5	Sustainable giving fundraising					

OTHER KEY STAKEHOLDERS

Old Boys and Girls Association

<u>Strategic Plan cross referenced:</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>

	Picket Fence fundraiser			ES/RC/SE		
	4WD Fundraiser			ST/PT/NC/SE/HT		
	Annual Rangitikei Pickhandle Challenge			ES/RC		
	Annual Year 13 dinner			SE		
	Annual Pickhandle and Gordon Hare matches	Term One and Term Four		SE/ES/HH		
	OBGA AGM					

Parents and Friends of Huntley

<u>Strategic Plan cross referenced:</u>	<u>Action:</u>	<u>When:</u>	<u>Cost:</u>	<u>Responsibility:</u>	<u>Mid Year review</u>	<u>End of Year review:</u>
	Golf Day		Self funded	PFH Golf Day Sub Committee		
	2nd hand uniform			PFH 2nd hand uniform Committee		
	Online Sales of merchandise			PFH Merchandise Committee		

	Attracting parents to become Committee members			All PFH		
	Helping at whole school events with stalls and raffles etc			All PFH		