



Sara Cohen School

Annual Implementation Plan 2024

Summary of the plan

The strategic focus of Sara Cohen School for 2024 includes the following goals:

Strategic Goal 1: We learn together: Sara Cohen students are engaged in learning that recognises each individual's needs, language and identity, and reflects the school's vision and values.

- We will deliver a responsive curriculum through effective pedagogy that will connect learning to learners
- We will provide personnel, resources and professional development in order for students to access and respond to the curriculum

Strategic Goal 2: We belong together: Our students, staff, whānau and community feel a sense of belonging at Sara Cohen School, where all cultures are celebrated, and where effect is given to Te Tiriti o Waitangi.

- We will grow and nourish a thriving community through partnerships.
- We will strengthen our culture of collaboration and trust.

Strategic Goal 1

We learn together: Sara Cohen students are engaged in learning that recognises each individual's needs, language and identity, and reflects the school's vision and values.

Annual Target/Goals:

- **We will deliver a responsive curriculum through effective pedagogy that will connect learning to learners.**
 - Constructing an agreed framework that will assess, analyse and evaluate student progress in literacy.
 - Develop and implement Professional Learning for all staff in a specialised literacy programme.
- **We will provide personnel, resources and professional development in order for students to access and respond to the curriculum**
 - Ensuring that all students have access to a range of experiences that are designed to support individual learning goals.
 - Therapy team supports the creation of goals and innovative learning programmes.

What do we expect to see by the end of the year?

- All classes will have a literacy programme based on the Sara Cohen Literacy Framework.
- Literacy Leadership is distributed across the school.
- Classrooms are well resourced to support literacy learning.
- Student learning is being assessed and tracked appropriately.
- An induction plan is in place for new staff.
- Students participating and progressing in a range of co-curricular activities. Growing in confidence, health and activity.

Actions	Responsible	Resources	Timeframe	Success Measures
Establish a literacy team	DP/ SLT	<ul style="list-style-type: none"> ● Staff Meeting time to discuss the team and the requirements. 	End of Term 1	<ul style="list-style-type: none"> ● Team is representative of the teaching staff. ● Team members have passion, knowledge, understanding of literacy/ communication
Create a framework for what is <i>Literacy Best Practice at Sara Cohen</i>	Literacy Team	<ul style="list-style-type: none"> ● Release Time ● Jane Farrall online modules ● Other relevant resources TBD ● Travel to other schools ● Teacher Only Day (31 May) 	End of Term 2	<ul style="list-style-type: none"> ● Framework has had input from all teaching staff ● Some classes have begun using the JF literacy approach
Create and deliver an implementation plan	Literacy Team	<ul style="list-style-type: none"> ● Release time for Lead Teacher/ Teachers for observations ● Unit to be allocated ● PLD (as available and necessary) ● Resources purchased (as necessary) 	Week 5 Term 3	<ul style="list-style-type: none"> ● Induction Plan is a part of the implementation plan ● Literacy plan templates exist ● Regular times in Staff and Team meetings for literacy
Monitor implementation plan	Literacy Team	<ul style="list-style-type: none"> ● Release for Lead Teacher 	Term 3 and ongoing	<ul style="list-style-type: none"> ● Quality Feedback is being used. ● Plan is responsive to needs, changes are made according to feedback.
Students will participate and progress in a range of co-curricular activities.	SLT Teachers Therapists	<ul style="list-style-type: none"> ● Tū Manawa funding ● Halberg trust swimming ● Class budgets ● School resources 	All year	<ul style="list-style-type: none"> ● All students are accessing co-curricular activities enhance their development ● Positive feedback from staff/ parents and students (survey)

Strategic Goal 2

We belong together: Our students, staff, whānau and community feel a sense of belonging at Sara Cohen School, where all cultures are celebrated, and where effect is given to Te Tiriti o Waitangi.

Annual Target/Goal:

- **We will grow and nourish a thriving community through partnerships.**
 - Raise the profile of Sara Cohen through authentic community connections.
 - Partnering with whānau and external organisations to improve outcomes for our students and school.

What do we expect to see by the end of the year?

- Te Reo Māori progressions for use across the school
- Tikanga is apparent in all settings across the school
- Mātauranga Māori is evident in curriculum
- Whānau Māori voice is used to inform...
- All cultures are visible in our school environment

Actions	Responsible	Resources Required	Timeframe	Success Measures
Create multiple opportunities to engage with the community <ul style="list-style-type: none"> ● Whānau hui ● Parent Information Evenings ● Social Events ● CLP's 	Cultural Leader Events Leader SLT	<ul style="list-style-type: none"> ● Kai ● Experiences ● Gifts ● expenses/Koha/ payment for speakers ● Matariki ● 	All year	<ul style="list-style-type: none"> ● Events are increasingly attended ● Events are attended by families that don't usually attend
Create a plan for the inclusion and celebration of cultures, disability and difference awareness throughout the year	Cultural Leader Events Leader SLT	<ul style="list-style-type: none"> ● Cultural Audit ● Signage ● Language Weeks ● Performance groups Koha \$1000 ● Marae visit ● Awareness Weeks 	Term 2 onwards	<ul style="list-style-type: none"> ● A cultural audit is completed with actionable outcomes ● Culture is visible across the school in multiple locations ● Families are included in as many places
Identify barriers for families to engage with school community events.	SLT	<ul style="list-style-type: none"> ● Communication- contacting families ● Childcare ● Transportation (school vehicles) ● Kai (accounted for above) 	All year	<ul style="list-style-type: none"> ● Feedback from whānau/ staff ● Attendance
Create an assessment and reporting overview	DP SLT	<ul style="list-style-type: none"> ● Induction 	Term 2	<ul style="list-style-type: none"> ● All students have Life Wheel Completed ● F words being used in all CLP meetings ● Feedback from teachers on overview
Develop and implement a plan for the success of students at the Polytechnic. <ul style="list-style-type: none"> ● Transition ● Staffing ● Risk management ● Programme development ● Inclusion opportunities 	Principal Transition Team Polytechnic staff	<ul style="list-style-type: none"> ● Pōwhiri ● Teacher Release 	Term 2 onwards	<ul style="list-style-type: none"> ● Feedback from whānau/ staff/ students ● Ceremonies provide opportunities to interact with Polytech staff

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Annual Target/Goal:

- **We will strengthen our culture of collaboration and trust.**
 - Ensure respectful and transparent communication across all staff.
 - Make change through consultation and feedback with our community.

What do we expect to see by the end of the year?

- A shared set of social norms that are lived by the staff everyday.
- Clear lines of communication
- A common understanding of the expectations and responsibilities for communication
- Whānau feedback is collected regularly and any actions taken are fed back to the community

Actions	Responsible	Resources Required	Timeframe	Success Measures
Communication and Leadership training for teaching staff	DP	<ul style="list-style-type: none"> ● Professional Development (workshops, staff meetings, outside facilitators) 	All year	<ul style="list-style-type: none"> ● Feedback from staff on confidence levels in managing staff.
Community Feedback is gathered through a variety of means including <ul style="list-style-type: none"> ● Online forms ● Phone calls ● Hui ● Face to face 	SLT	Vouchers (as an incentive) <ul style="list-style-type: none"> ● Community Surveys: ● Health Consultation ● Values and Vision ● Health and Safety ● Seesaw ● Lunch in school ● Learning incl.. CLPS. Swimming 	All year	<ul style="list-style-type: none"> ● Feedback has an increasing number of participants ● Parents have multiple opportunities to share their ideas ● Parents know that their feedback is being used.
Create a communication expectations and responsibilities guidelines	Principal	<ul style="list-style-type: none"> ● Staff Meeting 	End of the year	<ul style="list-style-type: none"> ● A set of guidelines are used by staff that will be in the staff handbook
Create a set of shared school behaviour expectations for the workforce.	DP	<ul style="list-style-type: none"> ● Staff Meeting ● Class Team Meetings 	Term 2	<ul style="list-style-type: none"> ● Norms are shared with all the staff ● All staff have had an opportunity to have input