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► **General information**

1. **Air New Zealand Airpoints™ for Schools programme**

On 22 Feb, Airpoints members will be able to donate Airpoints Dollars™ and view the schools selected for the [Airpoints™ for School programme](#) this year.

► **Regional news**

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Critical need to know and action

No items this issue.

Heads up

Coroner recommendations regarding driver fatigue

In November 2014, an Australian student and teacher tragically died in a traffic accident, while on a school trip to New Zealand. The Serious Crash Analysis Report concluded driver fatigue was the likely causative factor in the crash.

Following an investigation, the Coroner [recently released his findings](#) and made the following comments:

- Organisations and drivers in general need to look at their driving protocols to see whether they are sufficient in terms of fatigue and/or drowsiness.
- There is a need for extreme care and vigilance when there is a physical activity such as hiking reasonable distances for several days prior to a road trip, and proper procedures are put in place to ensure the driver(s) are properly monitored.

As a result of the Coroner's report the [Education Outside the Classroom \(EOTC\) guidelines](#) have been amended to include the recommendation that *for outdoor education trips, there be an observer in the vehicle who is awake at all times and trained to recognise the signs of driver fatigue (para. 149 on page 39)*.

You may wish to consider a review of your transport policies in light of these recommendations. Please contact your education advisor if you have any queries.

March roll return

This year the March roll return **count date is 1 March** with **returns due 14 March**.

Last year we improved the School Roll Return process – making it easier and faster for schools to complete. You can find more detail about this on the [Education Counts website](#).

This year we've simplified the roll return even more:

- For schools with Teen Parent Units, the Student Management Systems now allow you to generate Teen Parent Unit roll return tables. This change eliminates the need to complete manual roll returns for Teen Parent Units.
- We've standardised the Student Management System table printouts across all returns. The tables have been renumbered so that the same table has the same number across all returns. Depending on your Student Management System and the count date, you'll be able

to print some or all of these tables.

For schools not using an SMS you will need to complete a roll return spreadsheet and send that using the Ministry's secure online portal. We've made improvements so you can export data direct from ENROL and copy this into the spreadsheet. The spreadsheet and instructions can be found on the [Education Counts website](#).

If you have any questions or comments about these changes email school.returns@education.govt.nz.

ENROL

Remember to enrol all your new students in ENROL, with the correct First Day of Attendance. If the previous school has not withdrawn them, please contact the school.

For new entrants ensure your enrolment form includes all the questions necessary about early childhood education participation (early childhood education type, number of years and number of hours). Examples questions are available on the Enrolment Form Guidelines on the [Education Counts website](#).

Non-enrolment tasks are now being generated for students who left at the end of 2016 and have not re-enrolled. Please complete these forms promptly.

We thank you for your help in maintaining accurate ENROL data.

New ERO publications

This year has had a productive start at ERO with several new publications available. Below is a list of new and recently released publications you can access on ERO's website.

New publications

- [School trustees booklet: helping you ask the right questions](#)
This booklet is written for boards of trustees. It focuses on student achievement and wellbeing, and the role the board plays in these two areas. The booklet includes questions and information that will guide discussions with school leaders and trustees. *Available online only.*
- [Communities of Learning | Kāhui Ako resources](#)
ERO has released three resources to help support Communities of Learning | Kāhui Ako with a conceptual framework about what international evidence tells us about effective collaboration in education communities and draws together what ERO knows about Communities of Learning so far. *Available online only.*
- [Extending their language - expanding their world: Children's oral language \(birth-8 years\)](#)
Research evidence shows early in a child's life is a critical time in terms of the rapid language



development that takes place, particularly in the first two to three years. This evaluation investigated how effectively young children's oral language learning and development were supported in their early years of education. *Available online only.*

Recently published

- [School Leadership That Works](#)
This is a must for school leaders, particularly less experienced school leaders who may be seeking to develop and grow their leadership by learning from the good practice of others. It cites key evidence from research and further illustrates the recently published ERO School Evaluation Indicators. *Printed copies available.*
- [Effective internal evaluation for improvement](#)
This revised booklet is useful for any organisation interested in internal evaluation for improvement. This overview of the processes and reasoning involved in effective internal evaluation for improvement draws on a recently published resource [Effective Internal Evaluation – How to do and use internal evaluation for improvement](#)(2015). *Printed copies available.*
- [School Evaluation Indicators](#) ERO first introduced evaluation indicators in 2003, revising them in 2010. They reflect a deepening understanding of how schools improve, and the role that evaluation plays in that process. It also reflects a strengthened relationship between ERO's approaches to evaluation in English-medium and Māori-medium settings. *Printed copies available.*

For more information on these resources, contact info@ero.govt.nz or follow them on Twitter [@EducationRevNZ](#)

Teacher-led Innovation Fund

[Teacher-led Innovation Fund](#) applications **close 16 March** for state and state-integrated schools. Teachers working within and across Communities of Learning are encouraged to collaboratively develop their project proposals. [Lessons learned in the 2015/2016 TLIF Funding round \[PDF\]](#) may help.

Progress and Consistency Tool (PaCT) demo site goes live

We've released a [PaCT demo site](#) that supports the Learning Progression Framework for reading, writing and mathematics for Communities of Learning | Kāhui Ako, schools/kura and those who work with them to try out.

The PaCT, which includes the Learning Progression Framework, enables those working with students to understand, track and respond to individual student progress and achievement against the New Zealand Curriculum. It enables teachers to focus on individual progress against the curriculum and provide students with early, responsive support which is what PaCT enables by supporting consistent overall judgments of student progress and achievement.



The demo site is a reproduction of the live version of the PaCT, with mock student information, to allow parents, schools that aren't already using it and those who work with schools to navigate around the tool to see how it works.

When using the tool, users will see the benefits of the Learning Progression Frameworks that illustrate the significant steps students need to take as they develop their expertise in reading, writing and mathematics from years 1-10. The Learning Progression Framework provides examples of students work to illustrate the steps students need to take to develop their knowledge and skills.

South Australia/New Zealand Principal Exchange

Final Reminder: Applications for the [South Australia/New Zealand Principal Exchange](#) close 5pm, 27 February.

2016 Notional lease figure

Schools have been advised of their 2016 Notional Lease figure by email, as we have done for the past four years.

This information will also be made available online through the Property portal later in February. We will advise you in the next Bulletin how you can access it.

The Notional Lease figure will be needed by the person responsible for collating the 2016 school financial statements.

For further information email EISFinance.mailbox@education.govt.nz

Draft Alternative Education Guidelines 2017-2018

The [draft Alternative Education Guidelines 2017-2018 \[Word\]](#) support new outcome agreements that have been signed with managing schools. The draft guidelines include:

- a description of the alternative education model in 2017-2018
- how students are referred to and enter alternative education
- how enrolments and attendance are recorded while in alternative education
- how students transition out
- roles and responsibilities of enrolling schools, managing schools and the Ministry
- information about contract management, good practice and legislation, including obligations under the Health and Safety at Work Act 2015
- links to forms and templates.



Send your feedback on the guidelines to Janine Moss at alt.ed@education.govt.nz by **20 March**.

In 2017, the Ministry introduced a new Memorandum of Understanding (MoU) alongside the contract for alternative education. Parties to the MoU are managing schools, enrolling schools and the Ministry. The MoU describes the parties' shared commitment to students over the different phases of alternative education. It describes broad relationship principles which guide the way the parties will work together. Please contact your local office if you would like more information about the alternative education MoU.

Network 4 Learning survey

In early March, Network 4 Learning will send its bi-annual survey to principals. The purpose is to ensure N4L remains responsive to the evolving needs of schools' digital requirements and how they can best be supported.

ESOL (English for Speakers of Other Languages) funding applications

Applications for terms 1 and 2 are **due Wednesday 1 March**.

Please update the 2016 Period 2 (Term 3 and 4) Status List and attach the application forms for new students.

On the [How to apply for ESOL funding webpage](#) you will find the English Language Learning Progressions (ELLP) guidelines, student assessment forms and application forms .
Send your updated status lists and application forms to:

National migrant and refugee education team
Ministry of Education
Private Bag 92644
Symonds Street
Auckland 1150

or scan and email them to: info.esol@education.govt.nz

Once all the information has been entered into the ESOL database (approximately four weeks after the closing date) the school will be sent a funding notification letter and the 2017 Period 1 Status List with the details of all the students funded for terms 1 and 2.

For further ESOL information

Please contact the national migrant and refugee education team by calling 0800 800 675, email info.esol@education.govt.nz or call Richard von Sturmer on 09 632 9353.

New resources for students to make their school environments safer

Safer Schools is a new resource designed to help year 7/8 students identify and prioritise action that will make the school environment safer. It has been developed by Police in collaboration with a teacher experienced in student-led 'Crime Prevention Through Environmental Design' (CPTED), Fleur Knight.

The resource consists of a structured series of learning activities involving year 7/8 students, the school and Police. Rather than teaching students how to keep safe, Safer Schools enables student-led action to actually make their environments safer. The students audit the safety of their school using the 'Safer Schools principles', which are the well-evidenced principles of CPTED. The students can then make recommendations to be considered by the school management, board of trustees and other relevant stakeholders.

Download all the resources needed to implement Safer Schools from the [Police's School Portal](#) or speak to your School Community Officer.

Advanced Classroom Expertise Teacher

Reminder: An independent panel of experts is needed to evaluate portfolios for the **Advanced Classroom Expertise Teacher** recognition process. [Read more in Issue 64 of the Bulletin.](#)

Prime Minister's Education Excellence Awards

One month left before entries close. Share your school, Community of Learning or kura's story for the [Prime Minister's Education Excellence Awards](#). Applications close **4pm, 17 March**.

General Information

Item 1 has been included in full in the index under [general information](#).



Regional News

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- ▼ Canterbury
- ▼ Otago, Southland

Tai Tokerau | Hira Gage



Kia ora koutou

Learning Support Update

The Learning Support Next Steps and implementation of the new service model was approved by Cabinet in November 2016.

The new service model will soon begin implementation through the Learning Support Pilot in Communities of Learning | Kāhui Ako. The outcomes and lessons learned from the pilot will inform successful nationwide implementation throughout 2017. We will be working closely with schools and early learning services to inform you of outcomes as a result of the Learning Support Pilot.

The Learning Support Update is about:

- Putting learners who need support at the heart of everything we do.
- Providing access to the right support, at the right time, with a primary focus on realising the full potential of every learner.
- Making support easier to access, child focused and better connected with the wider education sector.

If you have any questions about the Learning Support Update phone 0800 622 222 or email learning.support@education.govt.nz

As of March, learning support for our region will come under the Director of Education for Tai Tokerau. We will be coming out to discuss the Learning Support Update with you.



Community of Learning | Kāhui Ako update

The Far North and Te Arahura Community of Learning, which were established in early 2016, are full steam ahead focused on the collective achievement challenges for their communities. They are now moving into the appointment phase of their Community of Learning leadership, and implementation of specific plans to raise achievement, including PLD.

We acknowledge the excellent workshops run last week by Rose Carpenter and Marion Fitchett from national office. These workshops focused a lot on Communities of Learning PLD and gave clear guidelines as to Communities of Learning being able to prepare journal proposals.

Schools planning and reporting reminder

Please contact your advisors or visit the [Schools' Planning and reporting webpage](#) if you have any queries or need further support with your planning and reporting documents.

Feel free to call me on 09 436 8914 or email me at: hira.gage@education.govt.nz

Mauri ora
Hira

Auckland | Isabel Evans



Kia ora koutou

More girls sought for trades academy

Te Arataki ki te uru, a trades academy for girls, is committed to empowering young women to succeed in their chosen vocational pathway. Administered by Kelston Girls' College in partnership with Unitec, the trades academy allows girls to attend Unitec for one day a week, and access level 2 programmes in carpentry, electrotechnology and automotive engineering. Work experience is also included in the programme, as well as "work ready" learning opportunities such as site safe, first aid and driver licensing.

Whilst historically it's been mainly boys who have been encouraged to take up these careers, the growing demand for highly skilled trades people in Auckland, and employers' acknowledgement that women bring a different set of abilities and perspectives to trades, suggests that young women should be strongly encouraged to consider the trades as a career option.

There are still places available in the term 1 carpentry programme for girls enrolled at any secondary school who can get to Unitec one day a week (funding for travel is available). Please email Kylie Taffard at k.taffard@kelstongirls.school.nz or call 022 693 9598 if you have any questions or know of a student who may be interested in the programme either this term or in the future.

Professional Learning and Development (PLD)

Submissions for new PLD proposals close **Tuesday 7 March**.



Schools who submitted proposals in the first round of 2016 and were asked for further supporting information are reminded of this timeline, as are schools and Communities of Learning | Kāhui Ako yet to submit proposals.

Further information about our priorities and the application process is available on the [PLD website](#). For additional support, please contact your education advisor.

More panel members required

The Auckland PLD Panels require additional panel members in order to broaden the local knowledge and sector-specific expertise of our panels, and improve our ability to evaluate proposals for PLD.

For these panels we are seeking people who can provide evidence of educational background, availability – for the times the panel is sitting and the preparation beforehand, knowledge and understanding of inquiry, knowledge of system, policies and procedures, and appreciation of the local contexts. There are three area panels covering North-West, Central-East and South-South West and a further panel with Māori-medium expertise.

Further information including the Terms of Reference and an Expression of Interest form is available on the [PLD website](#).

Zoning status for roll returns

Zoning status data submitted through schools' roll returns plays a critical role in planning for Auckland's growth and we appreciate your support in ensuring this data is accurate.

Zoning status only applies to state schools with an approved enrolment scheme. A student's zoning status shows whether zoning status applies to a student and whether the student lives inside or outside the school's zone.

Schools can choose from three codes when setting a student's zoning status:

Code	Name	Description
INZN	In zone	Student lived in school zone at any time after first attendance date.
OUTZ	Out of zone	Student lives outside the school's zone.
NAPP	Not Applicable	School does not have a zone, or zoning status doesn't apply to the student, for instance: students enrolled prior to the zone's establishment, international students.

Schools using an SMS should be able to enter whether the school has an enrolment scheme, and the date the scheme was effective from. Your SMS should automatically default your students to 'not applicable' (NAPP) if you do not have an enrolment scheme.

Further information is available on our [Setting up and managing enrolment schemes\(zones\) webpage](#).



Feel free to call me on 09 632 9333 or email me: isabel.evans@education.govt.nz

Ngā mihi
Isabel

Waikato | Paula Rawiri



Kia ora everyone

By now you will be well into things at your school and kura. I hope all is going well.

Celebrating Success – Preparing for the Journey ahead – Te Ara Tapu a Tāne at Paeroa College

It was great to be able to read the exciting work happening at Paeroa College under the leadership of Doug Black. In the most recent Education Gazette [Te Ara Tapu A Tāne project](#) is highlighted as one of Paeroa Colleges' responses to lifting achievement and strengthening connections for and with Māori boys. I was especially pleased to see some of the participants had previously been identified as being at risk of not achieving NCEA Level 2 and having the mentoring support resulted in individual plans being set up for each student. You can read more about what is happening at the school by clicking on the link above.

Support for beginning principals

For the next two years support for beginning principals will be provided through a combination of practicing principal mentors and leadership advisors. Evaluation Associates holds the contract for this work across New Zealand and as part of the contract we are working with regional management groups to oversee the work of the leadership advisors. In the Waikato this panel consists of Kelvin Whiting and Brian Sheedy representing the sector and Alison Harold from our office together with Dianne Manners from Evaluation Associates.

The panel are in the process of finalising contracts for two appointments but is yet to fill the position providing support to principals working in Māori medium settings and kura. If you are interested in this role or want to know more about this service please get in touch with your education advisor.

School data portal

Don't forget the Ministry of Education's online portal system. This is a helpful tool that enables school leaders to send files to the Ministry of Education quickly and securely. You can also download your staffing and funding notices quickly and securely here too. Within the staffing and funding, you will be able to view the Community of Learning | Kāhui Ako payments. This is the formation and maintenance allowance (\$1000) that is received on an annualised basis in the January operations notice. The network, induction and travel allowance are all paid quarterly in advance and this is within each of the funding notices. For further information on how to access this view [How to use the Ministry's online data portal \[PDF\]](#).

And finally...

Have you checked the currency of your online information? We've had a couple situations lately where the policies and procedures on a school's website have been not been updated or were unclear. This has then led to parents and members of the community being uncertain about the board's processes for decision making and a whole lot of frustration. I would encourage you to check out what you do have and update as soon as you can.

Feel free to call me on 07 850 8924 or email me at: paula.rawiri@education.govt.nz

Noho ora mai
Paula

Bay of Plenty - Wairiki | Ezra Schuster

Kia ora and Talofa lava

We are well and truly into the work for 2017 – it's going to be a big year with the culmination and finalisation of a number of workstreams such as the funding review, Education Act update, Communities of Learning | Kāhui Ako, and implementation of the outcomes from the review of how we better deliver services to those children requiring extra support.

Welcome to new principals

I would like to extend a very warm welcome to all new educators and leaders to the most beautiful region in the country, Bay of Plenty-Wairiki! The start of term and year will be busy so if there is anything we can do to support you, please get in touch. A special welcome to Marylouise Macpherson-Hall who's started as the principal at Kaingaroa Forest School.

Planning and reporting for 2017

Your charter and plan are really important documents for your school and kura. We always enjoy receiving these and reading about the progress your students are making, where you have identified there are areas for improvement and the board's overall focus for the coming year. These plans are due to the Ministry by the beginning of March. You can get assistance from your education advisor and you also can go to the [Schools' planning and reporting webpage](#) for more information. When our team visit you this year, they will be using what you submit as the basis for their discussions with you.

Communities of Learning | Kāhui Ako

We're making great progress in our region with Communities of Learning and a reminder that the next deadline to join an established Kāhui Ako or form a new one is **10am, Friday 24 March**. This includes early learning centres or tertiary providers as well. For more information please contact your senior education advisor or one of my lead education advisors, Merle Ramsay: merle.ramsay@education.govt.nz or Tina Leach: tina.leach@education.govt.nz

Learning Support Pilot co-design workshop

Last week we held a workshop with key local sector partners in Tauranga to co-design, the new

service model as part of the Learning Support Pilot in the Bay of Plenty-Wairariki. The workshop was facilitated by 'ThinkPlace' and had wide representation from Kāhui Ako based in Whakatane, Ōtūmoetai and Taupo, local RTLB clusters, special schools, and a range of Ministry personnel.

The outcome sought was to come up with a new service model that would be implemented through the three selected Kāhui Ako. This will then inform successful nationwide implementation throughout 2017. It was a great two days of sharing, debating, discussions and problem solving.

At the close of the second day we had achieved a broad service model that was refined and presented to groups of parents from across the three Kāhui Ako last week to get their feedback. It's exciting work and I will keep informed of progress.



Dor Kayes (MoE, School Wide Practitioner) and Norah Schreiber (James Street School Principal and Whakatane CoL) presenting back to the wider group with Chris Neilson (Whakatane CoL Lead and Whakatane High School Principal) in support.

Prime Minister's Education Excellence Awards

Entries for the Prime Minister's Education Excellence Awards 2017 are closing soon! These awards recognise and celebrate outstanding achievements in early childhood education, primary and secondary schooling. For more information please go to the [PMawards website](#). We encourage you all to enter.

Learning support workshops

Our Tauranga office is coordinating a series of workshops for RTLB, SENCO and learning support staff on 22-24 February to share new resources that support inclusive practices within schools. Judy Cochrane, senior communication advisor from national office will lead the workshops.

For additional information or to register contact Maree Branigan by email maree.branigan@education.govt.nz or call 07 571 7801.

New staff at the Ministry of Education

Welcome to Knisha Ruland who joins us a student achievement function practitioner based in Rotorua, you can read more about her below. I've made several other new appointments recently.

Andrew Sutherland has been appointed as performance and quality lead for the region. This is a new role created as part of the Learning Support Update and will be critical to developing systems to better deliver services and monitor our regional performance.

Graham Parker will shift from his role as district manager to lead education advisor to support the implementation of Kāhui Ako with a focus on engaging early learning and learning support.

Ruakiri Fairhall and Trisha Turner have been appointed as our regions two strategic advisors Māori. These new roles will enable us to better support our iwi and education leaders.

Jon Dimock has been appointed to the position of principal advisor and will support me in the role

of Director of Education. Many of you will know Jon through his work in the early childhood world and previously in ERO.

Knisha Ruland - Student Achievement Function Practitioner

Kia ora, Talofa lava and Kia orana, Ko Te Arawa te waka, ko Te Arawa te iwi, ko Kearoa te hapū, ko Knisha Ruland tōku ingoa.

I am a student achievement function practitioner based in Rotorua. I have come straight from the sector as a dean at Western Heights High School, Rotorua. I have extensive teaching and leadership experience including being a SENCO, Literacy across the Curriculum Lead and Te Kotahitanga Lead Facilitator. I also led the Pasifika Power UP programme for the Rotorua Pacific Island Trust in 2016. My Dad (Theo) is of Samoan and German descent and Mum (Joyce) is Māori, Scottish and Irish descent. My partner Tarps comes from the beautiful Cook Islands (Atiu) and we have two children; Djuan (girl, 21 years old) and Jimah (boy, 15 years old). In my spare time you will find me running, swimming or cycling the motu.



Ruakiri Fairhall - Strategic Advisor Māori

Ngāti Rangiwewehi, Ngāti Tarāwhai, Ngāti Whakaue, Te Whakatōhea, Te Whānau-a-Apanui.

I am the son of Uenuku and Aroha Fairhall; I have two siblings and one nephew. I was born in Tauranga, but I grew up in Rotorua. At the age of 16 I moved away and spent 6 years living abroad in various countries. I have a strong passion for music, travel, cultures, languages and Te Ao Māori. He tangata i akona ki te kainga, tūngia ki te marae, tau ana



Trisha Turner - Strategic Advisor Māori

Mokopuna, daughter, sister, the best Auntie. He uri nō Mātaatua, Horouta me Tainui. A believer in results based accountability and the inherent ability of Māori. Some of you might know me from Te Waha o Rerekohu Area School, Rotorua Lakes High, Te Kauhua, Te Kotahitanga, Ako Panuku, School Support Services or Te Reo Maori Early Learning and Student Achievement Group at the Ministry of Education.



Jon Dimock - Principal Advisor

I moved to Rotorua at the beginning of 1990 to take up a review officer position in the Education Review Office (ERO). I remained with ERO for 11 years before joining the Ministry of Education in 2001. While in the Ministry I have been responsible for a wide range of work including a stint in Christchurch post earthquake and several stints in our national office. My teaching background was in early childhood education in Auckland, Pahiatua and Napier / Hastings. On my father's side I am a Dimock from Titahi Bay in Wellington and on my mother's side a Prince from Wellington city and Kapiti Coast with connections to Wales, Macau and England.





Feel free to call me on 07 349 8309 or email me at: ezra.schuster@education.govt.nz

Ia manuia
Ezra

Taranaki, Whanganui, Manawatu | Jann Marshall



Kia ora koutou

Welcome back to returning principals, leadership teams and staff for the 2017 school year. We also extend a warm welcome to all the new and acting principals starting in our area. Please make sure you contact your senior advisor if there is anything you need or if we can be of any assistance.

Communities of Learning | Kāhui Ako

We continue to get strong interest across our region about Communities of Learning not only from schools and kura but increasingly from early learning

centres, iwi, hapu and more recently tertiary providers. Our next opportunity to put names forward to the Minister for her approval is **Wednesday, 22 March**. If you are interested in joining or establishing a Kāhui Ako or want to talk to another school or principal about their experience in a Kāhui Ako, contact our lead advisors Jude Fawcett: jude.fawcett@education.govt.nz or Cathie Newton cathie.newton@education.govt.nz

Teacher-led Innovation Fund (TLIF)

TLIF supports teams of qualified teachers from early childhood education services me ngā kōhanga reo (early learning services), schools and kura, to collaboratively develop innovative practices that improve learning outcomes.

The eligibility and application process for schools and kura remains the same with proposals due **16 March**.

Visit the [Teacher-led Innovation Fund webpage](#) for more information or email teacherled.innovfund@education.govt.nz

Feel free to call me on 06 349 6352 or email me at: jann.marshall@education.govt.nz

Ngā mihi
Jann

Hawke's Bay - Tairāwhiti | Roy Sye



Tēnā koutou

I know how busy you'll all be as you get the new school year underway. Hopefully enrolments, staffing and organisation have gone smoothly. I have certainly hit the ground running this year too. I was in Taupo, Wairoa and Gisborne last week and I am in Wellington next week but get back just in time for Te Matatini! It was great to catch-up with the Wairoa Principal's Association last week to hear what's on top for them as well as share and update on the many initiatives we currently have underway in education including the Learning Support Update, Funding Review, Education Act Update and Communities of Learning | Kāhui Ako.

Hastings rural fire event

This week the Hastings rural area has been plagued by wildfires and this has been another test of our preparedness to meet such unexpected events. HB Civil Defence, Hastings District Council and the Ministry of Education have been working together to ensure that affected schools and services have the most up to date information at hand. Waimarama School and Te Kōhanga Reo O Waimarama are to be commended for their actions when they faced the possibility of evacuating through the fire zone.

We take this opportunity to remind you that all schools and services need to:

- have a plan that states where the school would evacuate to.
- ensure that the parent community know where this evacuation point is.
- publish how they will communicate with their community.
- notify their local Ministry of Education office of their actions.

Centrally-funded PLD

A reminder of the PLD key dates for 2017

Term 1	
9 March	Hawke's Bay Allocation Panel meeting
16 March	Tairāwhiti Allocation Panel meeting
23 March	Notification of outcome
Term 2	
9 May	PLD Proposal submission deadline
1 June	Hawke's Bay Allocation Panel meeting
8 June	Tairāwhiti Allocation Panel meeting
15 June	Notification of outcome

Ngāti Kahungunu and EIT Year 13 Scholarship

Ngāti Kahungunu and EIT have joined together to offer scholarships for Māori youth from the region undertaking tertiary study at EIT. With both organisations having a long history in supporting

education in the region these scholarships are a commitment to strengthen the capacity of Ngāti Kahungunu learners, and creating success in education.

Applicants must be:

- Year 13 student from Hawke's Bay and Tairāwhiti (Hicks Bay to Taupo and Dannevirke).
- Meet the degree entry criteria and be accepted to undertake full-time degree study at EIT in February 2017
- Be a NZ Citizen or Permanent Resident

For further information or to apply [view the application form \[PDF\]](#).

Te Matatini 2017

This week Ngāti Kahungunu are hosting Te Matatini 2017. Te Matatini is biannual National Kapa Haka Festival and this year it includes 47 of the best Kapa Haka teams in the world. The last time Ngāti Kahungunu hosted this event was in 1983 and we won't have the opportunity to host again until 2041!

The powhiri will be held at 11am on Wednesday 22 February and the competition will run from Thursday 23 February until Sunday 26 February. An overview of events is available on the [Kahungunu festival website](#). I will be attending and hope to see you there.

Communities of Learning | Kāhui Ako

We are excited to add two new Community of Learning lead advisor roles to our team as special projects. Carys Lloyd is developing and expanding the data capture and analysis capability within Kāhui Ako while Lynne Maguire is helping identify and develop 'bundled services' and shared opportunities for them. We are looking forward to watching how these initiatives develop over the coming months.

Feel free to call me on 06 833 6898 or email: roy.sye@education.govt.nz

Ngā mihi
Roy

Wellington | Suze Strowger



Hi everyone

Management changes

Nationally, we're making some changes to how special education works. Across the country, special education will be transforming into learning support. This change is being implemented progressively from Monday 27 February. I'll be updating you more on these changes in future editions of the bulletin. We're currently recruiting for a learning support manager who will be part of Wellington's leadership team.

While recruitment is underway, I've asked Andrea Williams one of our education managers to act in the learning support manager role. I've asked Kayne Good, our business support manager to step into Andrea's education manager position. It's likely these changes will stay in place until mid April and I'll keep you updated. Both Andrea and Kayne have significant experience in education and the public sector and are here to support you.

Andrea can be contacted at andrea.williams@education.govt.nz or on 027 839 0385 and Kayne can be reached at kayne.good@education.govt.nz or on 021 224 8968.

Andrea and Kayne will move into their acting roles on 27 February.

Karori campus

Some of you may have heard about our arrangement with Victoria University of Wellington on the future of two early learning services in Karori. We've agreed in principle to transfer the land of Karori Kids and Campbell Kindergarten from the University back to the Ministry. We're currently working through this process. These ECE services were on the Wellington College of Education site which is currently going through a disposal process being managed by Victoria. I'm sure this site will be familiar to many of you.

Over the next few weeks we'll continue to work through a rigorous process to identify how much campus land, if any is required by the Ministry for schooling provision. We've been working with Wellington City Council to get an agreed understanding of population growth in Wellington over the next forty years and what the impact of this will be on the existing schooling network. We've also commissioned an independent report to get an independent view on Wellington's projected population growth. We'll update you via a future edition of the bulletin, but if you have any questions about this work you can email Kayne Good at kayne.good@education.govt.nz

A balanced lifestyle supports NCEA achievement

I was interested to read in the media recently about the Wellington College student who won an 'outstanding' scholarship in chemistry, physics, statistics and calculus, as well as a scholarship in biology and physical education. Sebastian On explained that the secret to his success was his "balanced" lifestyle, which included plenty of socialising and sports. His advice to other students is "Work hard, and keep a balanced lifestyle. Just remember you are still a student and you're allowed to have fun. Try to keep that balance ... and make sure you stay happy as you work hard."

We can all learn from Sebastian, and make sure that we take care of our wellbeing. [Read the full story here.](#)

I'd also like to acknowledge Sebastian's fellow Wellington College 2016 Premier Award winners Yiannis Fam and Oliver Sutcliffe. A big congratulations to Roger Moses and all the teaching staff at Wellington College for these absolutely first class results.

School scholarship results

The line up of Wellington students in the 2016 scholarship recipients is outstanding. It's great to see such high achievement in our neck of the woods. Results like these don't just happen. Well done to all the principals, teachers, families and students concerned.



Premier Award

		Outstanding Scholarship	Scholarship
Yiannis Fam	Wellington College	Calculus, Chemistry, Economics, Physics and Statistics	Accounting, Biology
Sebastian On	Wellington College	Calculus, Chemistry, Physics and Statistics	Biology, Physical Education
Oliver Sutcliffe	Wellington College	Classical Studies, Geography, Physics and Statistics	Calculus, Chemistry, English and History

Outstanding Scholar Award

Name	School
Connor Monk	Paraparaumu College
Sam Middleton	Onslow College
Robert Spite	Rathkeale College
Andrew Tang	Scots College
Alexander Elzenaar	Upper Hutt College
Barnard Patel	Wellington College
Hansaka Ranaweera	Wellington College
Michael Williamson	Wellington College
Jordan Barrett	Wellington College
Matthew Robertson	Wellington College

Top Subject Scholar Award

Subject	Name	School
Physical Education	Beli Harvey-Broad	Paraparaumu College
Accounting	Taine Forster	Wellington College
Classical Studies	Oliver Sutcliffe	Wellington College
Latin	Alexander Sharples	Wellington College

NCEA level 2

Of course there are many other very important measures which show achievement, progress and help students realise their potential. Ensuring young people have NCEA level 2 as a base foundation for moving forward into further study or employment is critical to their life outcomes.

Last year many of our secondary schools had a focus on supporting students in the 1999 birth cohort who were at risk of not achieving NCEA level 2. These young people have been really well supported by principals and staff and in the next Bulletin we will share some of the highlights of this work.

Communities of Learning | Kāhui Ako update

It is wonderful to see so many schools collaborating to bring about the best educational outcomes for children and young people. In the Wellington region we now have 18 Kāhui Ako



made up of 169 schools and covering 49,702 learners. Two achievement challenges have been endorsed, Dannevirke Community of Learning and Porirua East Community of Learning, and there are Kāhui Ako poised to complete theirs and submit for endorsement. Some are currently working through appointments' processes. Stephen Snell has been appointed as lead principal for the Dannevirke Community of Learning and Dave Appleyard for the Naenae Community of Learning.

At the end of last year a list of expert partners who are available to work with Kāhui Ako was released and it is great to see so many take the opportunity to identify and start working with an expert partner. I am aware some of you are still in the stage of deciding whether to form as a Community of Learning. The next tranche is **due 24 March** for submission to the Minister for approval.

Please contact Andrea Williams at andrea.williams@education.govt.nz or on 027 839 0385 if you would like further information or support to submit an expression of interest for this tranche.

PLD 2017 Area Allocation

In the last issue of the Bulletin we advised you that our PLD allocation panel will be meeting on 16 March to consider proposals from schools, kura and Communities of Learning. The date for this meeting has changed and will now be held on 15 March.

A reminder also to submit your proposals to PLD.Lowerhutt@education.govt.nz by **1 March**. If you have any queries about PLD please contact your education advisor or Ella Tavernor at ella.tavernor@education.govt.nz or on 04 463 7032.

March 2017 Roll Return: Recording Out of Zone Enrolments

As you'll know, the Ministry collects March and July roll returns from schools every year. Each school will soon receive a reminder and instructions on completing the March 2017 roll return online. Here's some information that's helpful for completing the roll return process.

For schools with a Student Management System (SMS) and currently operating an enrolment scheme, please ensure your enrolment scheme status and effective date is set up correctly. This will allow you to record out of zone enrolments correctly. Further instructions can be found in the School Roll Return Guidelines on the [Education Counts website](#) or you can contact your education advisor.

Classroom entitlement is based on in-zone enrolments only and the most up-to-date data is pivotal when schools are seeking advice from the Ministry about additional teaching spaces.

It'd be great if you could pass this information on to the person in your school that is completing the March roll return.

I hope the term has started well for you all. It sure feels busy already!

Feel free to contact me at suze.strowger@education.govt.nz or on 027 229 4009.

Suze



Nelson, Marlborough, West Coast | Erika Ross



Kia ora tatou

I am very sad to begin this Bulletin by sharing the tragic news, for those who have not already heard, that Allan Roberts passed away in the early hours of Sunday morning (12 February). Allan's loss will be felt greatly by all, given his long involvement with the sector and many years with the Ministry.

Our condolences and sympathy are extended to Allan's family and friends. Me ngā whakaaro, inoi aroha atu – with loving thoughts and prayers.

Appointments

We are in the final stages of appointing to our new and recently advertised positions. I wish to thank those principals who generously gave their time to be part of the various appointment panels. Your input is of huge value and very much appreciated. I hope to announce the appointments in the next Bulletin.

Traumatic incident assistance

In the event of a traumatic incident involving a student at school, Ministry staff are available to work closely with the school to manage the incident and to reduce any possibility of further harm to others by assisting the school to continue its day to day operations. You can access the Traumatic Incident Helpline on telephone 0800 TI Team (0800 848 326). Further information and resources are available on our [Traumatic incident management support webpage](#).

Alternative education contracts

New contracts have been signed with managing schools for 2017. A new process for verifications and enrolments has been discussed with all managing schools. If you require further assistance, please email jill.lees@education.govt.nz or call her on 03 539 1545.

Communities of Learning | Kāhui Ako

Congratulations to Ross Brockbank (Principal South Westland Area School) on his appointment to the TOSI Area Schools Community of Learning leadership role. We look forward to supporting you in this new role as you work collaboratively to support your Community of Learning to address the achievement challenges you have identified.

Remember to contact us if we can help in any way.

Kind regards

Erika Ross

03 539 1533 or erika.ross@education.govt.nz



Canterbury | Coralanne Child



Canterbury Regional News | 20 February 2017

Kia ora

This week as we remember the loss of life and devastation caused by the earthquake on 22 February 2011 we pay tribute to all of you that helped so many in the aftermath of the earthquake and thank our schools, teachers, students and their families for their resilience, hard work and commitment to education in Canterbury.

The impact of the 2011 earthquake that caused immense loss and disruption for our communities meant we could not restore the education network to its previous state. What we could do was renew the network. The work we are all doing is about the future of our children and reflects the particular needs of our communities as we look with hope and determination at our future.

Real progress is occurring, and everything we do is done with the best interests of children and learning at heart. I am proud we are working together to provide our children with greatly enhanced access to quality education and making real advances in educational achievement.

The leadership from within and across the sectors to bring local knowledge and expertise is vital to the success of education renewal. We will continue to work closely with local education leaders, principals, teachers, young people, business owners, Ngāi Tahu and the wider community to deliver great education outcomes for the community.

We have been on an astonishing journey and faced many challenges; as we continue to create an education network for future generations please remember our main priority remains supporting you. Do not hesitate to contact us, as our staff have a great deal of experience and knowledge and are able to provide you with a wide range of support.

Learners at the centre of change - A forum for students and teachers

This exciting forum will be co-facilitated by students, Mel Stopford and Duncan Woods from Ao Tawhiti Unlimited Discovery. Together, they will lead a forum where students and teachers will partner together through a design thinking process to consider how we can grow 'learners at the centre of change'.

From this session, participants will take away:

- a design process you can use back in your own school
- new and creative ideas that keep students at the centre of change

Bring a team of 4–6 participants from your school or Community of Learning that includes a mix of students, parents, teachers and senior leaders.

- 1:30pm–4:30pm, 6 March 2017, Venue TBC, [To register please click here](#)

Grow Waitaha in 2017

Grow Waitaha continues to support schools as they change practice and enter the rebuild process in 2017. In term 1 Grow Waitaha will be hosting a range of free events available for all schools in the Canterbury region, these include:

- Thursday 16 February – Meetup – Where business meets education
- Saturday 25 February – Eduhui – Collaborative Community of Practice
- Monday 6 March – Microhack led by students for school teams
- Week of 13 March – Facilitated School Visits
- Tuesday 21 March – Secondary Community of Practice

For more information and to register go to the [Grow Waitaha website](#), There you will also find resources in response to requests from schools. If you have a theme you would value exploring more, contact growwaitaha@gmail.com

Positive Education New Zealand Conference

Education facilities are the heart of our communities and are in a unique position to teach students skills and strategies to grow life-long wellbeing. The inaugural Positive Education New Zealand conference is in Christchurch, Friday 10 and Saturday 11 March 2017, hosted by Christ's College.

Covering topics such as the rationale and importance of positive education, validated assessment methods, frameworks for whole organisation wellbeing promotion and specific tools and resources guiding lesson plans, this will be the one-stop-shop for anyone interested in learning more about this rapidly growing field. Register now www.positiveeducation.nz

Centrally-funded PLD Canterbury

The first round of centrally-funded PLD in November last year resulted in PLD hours being allocated across 92 proposals. This PLD support for school, kura and Communities of Learning | Kāhui Ako was very well received. There will be four allocation rounds of centrally-funded PLD in 2017. The closing dates for proposals are:

- Tuesday, 28 February
- Friday, 12 May
- Friday, 4 August
- Thursday, 26 October

The proposals will be assessed by the Canterbury Area Allocation panel that includes sector representation. If the proposal is approved, the school, kura or Kāhui Ako will then be able to negotiate with an authorised PLD provider of their choice to plan PLD. The approved proposal will be sent from our office to the email address of the principal of the school unless advised otherwise.

Centrally-funded PLD proposals should be emailed to PLDCanterbury@education.govt.nz

Further assistance is available from karyn.wilson@education.govt.nz or your education advisor.

Feel free to call me on 03 378 7345 or email me at: coralanne.child@education.govt.nz

Mā te wā
Coralanne Child
Director of Education for Canterbury

Otago, Southland | Julie Anderson



Kia ora koutou and warm Pasifika greetings

I spent two days last week with the Learning Support (Special Education) Service Managers (SM) from across the South Island sharing planning around the changing structure of learning support. It was good to be able to view Otago and Southland as one entity and look at ways to coordinate across the region.

Here is the team photo!



Trevor McDonald (SM Cromwell), Bill Gilmore (SM Otago) Jane Musgrove (Practice Lead Otago/Southland) Sally Ellison (SM Otago) Julie Anderson (Director Otago /Southland), Julianne Watson (SM Southland), Trevor Clarke (SM Southland), Gary McClintock (Manager Learning Support Otago/Southland), Christine Menzies (absent from photo) .

We were getting last minute advice from Julianne and Christine who will both be retiring over the next month after years of dedicated service to Southland. We are currently in the process of appointing a new site and service manager for the Southland region.

We are keen to engage with Principals' Associations around the changes and discuss ways we can work together to meet the needs of your communities. It would be great to hear from you with some possible times Gary and I could meet with you.



PLD March allocation meetings

The second round of applications for PLD needs to be in by **3 March**. Following this the Allocation Panel meets on 16 March with applicants notified by 24 March. Please ensure you have connected with your education advisor and have gained any support you may need to complete the PLD journal. You may also apply for hours to help you complete an inquiry to clearly identify your needs ready for a full application in the subsequent third round in May.

PLD Dates for 2017

Term 1 (7 February – 13 April)	
3 March	PLD Proposal final submission date
16 March	Area Allocation Panel moderation meeting
Term 2 (1 May – 7 July)	
12 May	PLD Proposal final submission date
24 May	Area Allocation Panel moderation meeting
Term 3 (24 July – 29 September)	
18 August	PLD Proposal final submission date
30 August	Area Allocation Panel moderation meeting
Term 4 (16 October – 14 December)	
27 October	PLD Proposal final submission date
9 November	Area Allocation Panel moderation meeting

Beginning Principals Programme

Evaluation Associates hold the contract for the administration of the leadership advisors for the Beginning Principals Programme. A regional management group has been formed to support the work of the advisors. The members of this group are: Debbie Smith (OPPA), Wendy Ryan (SPPA), Gerry Ward (OSSPA) representing the sector; a South Island-based lead (to be appointed) from Evaluation Associates and Mary Geary and Kathryn Palmer from our local Ministry office. This group will link closely with our two leadership advisers for Otago and Southland.

Congratulations to our newly appointed and acting principals for 2017

Principal	School
Kate Webster	Rimu School
Sue Rogers	Hedgehope School
Rachel Peters	Mossburn School
Joshua Taylor	Southland Adventist Christian School
Mel Thatcher	Macraes-Moonlight School
Greg Hurley	Silverstream South Primary School
Kim Bennett	Omarama School
Katrina Robertson (Acting)	Bathgate Park School
Barbara Agnew (Acting)	Queen's High School
Darryl Paterson	Waitaki Boys' High School



We look forward to working with you in support of your new leadership roles.

Planning and reporting 2017

Your charter and annual plan are really important documents for your school and kura. We always enjoy receiving these and reading about the progress your students are making, where you have identified there are areas for improvement and the board's overall focus for the coming year. These plans are due to the Ministry by the beginning of March and provide the basis for our discussions with you over 2017. You can get assistance from your education advisor and you can also go to the [Schools' Planning and Reporting webpage](#) for more information.

Please contact me if you wish to discuss any issues or ideas. I look forward to hearing from you.

Ngā mihi mahana
Julie

Email: julie.anderson@education.govt.nz

Direct Dial: 03 471 5217

Cell phone 027 836 4846

Events

22-26 FEB	Te Matatini National Kapa Haka Festival, Hastings
25 FEB-5 MAR	Seaweed – Kaupapa Moana 2017
10-11 MAR	Positive Education New Zealand, Christchurch
30-31 MAR	Aspiring Leaders - NZAIMS, Auckland
2-5 APR	SPANZ Conference, Wellington
20-22 APR	National Agribusiness Conference, Hamilton
26-28 APR	20th Annual NZACE Conference, Queenstown