

Ministry bulletin for

SCHOOL LEADERS

He pitopito kōrero

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Critical need to know and action

We Got It Wrong

Peter Hughes

I've been listening to feedback about the charter letters that went out to your schools. Our approach this year has been all about letting the majority of you just get on with the business after you've sent in your charter. And for some of you, who might need a bit more from us, it means we can focus more time and resources on your needs.

But I understand some of you are unhappy with how we've managed this process. You are right to be unhappy about it. We talked to sector groups initially and did hear their concerns. But we didn't follow through on that as we should have.

In this instance, despite the best intentions, we haven't lived up to our commitment to make sure we're teaming up with the sector to fully work through this sort of stuff. I've talked a lot about how we need to be listening more to the sector, working alongside you, and backing you to win. That's a change in how we've been used to working and change does take a bit of time. In short, what happened here was a case of old Ministry behaviour meeting the new way of working.

We are getting better at how we listen to you and work with you. But what happened here wasn't good enough and I apologise unreservedly for that.

We're putting that right. I've set up a working group from the sector. One of the sector representatives will lead the work, in much the same way we've done with other issues like the retention and surrender guidelines.

The working party will look at how we can continue to make it easier for schools and better support ones that need some extra help. It will also decide how next year's review process will look, and how any changes are put in place.

The working party will be talking to you. They'll want to hear your views. None of us can change history, but we've got much more control over the future. We can do better. And we will.

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Heads up

[Mental Health Foundation Panui for Media Studies Teachers – video competition for secondary schools](#)

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Youth Guarantee – latest information including Vocational Pathways and Secondary-Tertiary programmes is now available at www.youthguarantee.net.nz

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Updated guidance for schools participating in Trades Academies is available at www.youthguarantee.net.nz - for all enquiries, please email: trades.academy@minedu.govt.nz

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Don't miss out - Prime Ministers Education Excellence Awards entries are open until 31 March. Visit: <http://www.pmawards.education.govt.nz>

If you need help completing your entry, video guides are now live on the awards' site.

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The Christchurch Schools Rebuild Programme team will send a letter to all schools in the programme in the next two weeks to clarify: demolition processes where it is relevant, changes in project manager panels and the process for prototyping at schools.

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If you are having issues with the bulletin going into junk mail, you can go into the spam folder (or junk mail in Outlook) and highlight the email and tell the system it is not spam. Also the e-mail provider (can be the ISP for the school) can set the e-mail as not being spam for all users.

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Preventing and Responding to Bullying: a guide for schools

A final reminder to tell us what you think of the Preventing and Responding to Bullying: a guide for schools <http://pb4l.tki.org.nz/Deter-bullying>. We welcome feedback via the survey monkey [Survey Monkey form](#) or email bullying.prevention@minedu.govt.nz **now due 12 March 2014**.

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Guidelines for School Food Programmes

With the support of a working group, the Children's Commissioner has produced guidelines for developing and improving food programmes in New Zealand schools.

Guidelines for School Food Programmes: Best Practice Guidance for Your School provides practical advice and information on how to deliver efficient programmes that will result in positive health and education benefits for all children. These guidelines can be used by schools of all deciles and in all communities to develop a tailored approach to meet their students' needs.

You can view and download the guidelines at <http://healthylifestyles.tki.org.nz/guidelines-for-school-food-programmes>

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Occupational Outlook – FREE APP for students

Occupation Outlook 2014 has launched a free mobile App that can be downloaded at the iTunes store. The App provides instant and easy access to the latest career information and is designed to help students, and their families, make well-informed career choices.

The free app provides instant New Zealand-specific information on the likely incomes, qualification options and costs, and job prospects for 50 key occupations, compiled from the annual Occupation Outlook report, which is aligned to the Vocational Pathways.

[Download the free app here](#) or type in the URL:
<https://itunes.apple.com/nz/app/occupational-outlook-2014/id820638027?mt=8>

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Vocational Profiles

All learners have access to their Vocational Profile, which maps their learning achievement against the Vocational Pathways. Learners need to login to their user-page at <http://www.nzqa.govt.nz/login/> to obtain their Vocational Profile.

They can use their Vocational Profile to inform their career planning and/or studies and future employers' about achieving NCEA Level 2 and a Vocational Pathway(s).

A formal award for achieving a Vocational Pathway will be available in June 2014. For more information visit www.youthguarantee.net.nz

Resources for schools and education providers

There are a range of resources for developing contextualised learning programmes using the Vocational Pathways. They include:

- Updated 2014 standards
- Programme design guidance resources
- Assessment resources
- Profile Builder – planning a pathway
- Occupation Outlook 2014 – free app and PDF

Visit www.youthguarantee.net.nz for more information.

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Data on student wellbeing

Just to let you know, Gallup New Zealand has written to all schools inviting them to participate in their Gallup Student Poll. This poll provides information for schools on students' wellbeing. The poll asks students questions about three core elements that Gallup has identified as driving student success: hope, engagement and wellbeing.

Student success in this context encompasses students' grades, achievement scores, retention and future employment. The questionnaire can be administered to students in years' 5 to 12. Participating schools receive results from the poll on their school, their school type and country level. If there are enough students, the data can be reported by year level as well as school level.

The cost of participating is between \$3 – 5 per student depending on the number of students participating. This is paid by the school. Schools in the United States have participated in this survey for a number of years and the poll has recently been introduced in Australia.

Other surveys that can provide information on student wellbeing include the Wellbeing@school Student Survey. Further information on this survey can be found on

the [New Zealand Council for Educational Research website](#) – or type this URL into your browser:

<http://www.nzcer.org.nz/search/node/Wellbeing%40school%20Student%20Survey>

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March webinars to help schools use the Network for Learning managed network

Two free webinars have been arranged to provide advice and support to schools using digital technologies in teaching and learning.

18 March: Preparing your school to take up opportunities from the N4L managed network. This webinar is targeted at schools considering connecting, or those already connected to, the N4L managed network.

25 March: Preparing your school for Bring Your Own Device (BYOD). This webinar explores how to approach BYOD. As ICT infrastructure in schools changes (with SNUP, Wi-Fi and the managed network), we know BYOD is now top of mind for many schools.

Both webinars will share school experiences and allow you to ask questions. They will be archived and available online later via the [Ministry's online support pack](#)

You can get more information and register here: <http://bit.ly/managednetwork>

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Schools as digital hubs

Schools with ultra-fast broadband can now share their fibre connections with their local communities. Click this link to see [Associate Minister of Education Nikki Kaye's announcement](#) of Thursday 20 February 2014 or type this URL into your browser <http://www.beehive.govt.nz/release/school-digital-hubs-now-possible>

Before agreeing to any third party occupying school land or buildings, a school must talk to the local Ministry of Education office to seek 'Approval in Principle' (AIP) from the Ministry. This is an initial check to ensure the third party arrangement meets [section 70B of the Education Act 1989](#) and any policy requirements.

There is information on the Ministry's website to help schools and boards understand what becoming a [community digital hub](#) entails and the process they need to follow if they wish to consider this option. This includes [Guidelines for Schools and Board of Trustees](#) [Word; 781Kb] and the [Third party occupancy: approval process](#).

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Wi-Fi safety and schools

Concerns about the safe use of Wi-Fi in schools arise as schools increasingly adopt Wi-Fi technology. The Ministry seeks expert advice from the Ministry of Health on all matters related to health. The Ministry of Health recently restated its position that exposure to radioactive fields from Wi-Fi equipment in schools does not pose a health risk to staff or students.

Measurements both here and overseas show that exposures to radio frequency fields from Wi-Fi equipment are extremely low. This amounts to tiny fractions of the limit allowed for the public in the New Zealand Standards that apply to radio frequency exposure ([New Zealand Radio Frequency Field Exposure Standards](#)) or type this URL into your browser: <http://www.health.govt.nz/our-work/radiation-safety/non-ionising-radiation/radiofrequency-field-exposure-standard>

We will continue to work with the Ministry of Health to monitor new information, New Zealand and international standards and credible research on radio frequency electromagnetic fields including Wi-Fi, as it becomes available.

For schools and parents who may have concerns, more information about Wi-Fi safety is on the Parents section of the Ministry's website:

<http://www.minedu.govt.nz/Parents/AllAges/UsefulInformation/WifiSafety.aspx>

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Request for feedback on the managed network support pack

We are seeking feedback on the Ministry's Network for Learning (N4L) managed network [online support pack](#) which is hosted on the Enabling e-Learning section of the TKI website. You can type this URL into your browser: <http://elearning.tki.org.nz/Ministry-initiatives/Connecting-to-the-N4L-managed-network>

The Ministry's online support pack is to help schools and kura (and other parties supporting schools) with deciding to connect, preparing to connect, and how to gain the full benefits of the N4L managed network once connected.

To help us ensure that we are providing the information and advice that you need, we would appreciate your feedback via a short online survey. The survey is optional and should take no more than five minutes to fill in. We ask that you review the [online support pack](#) before you complete the [survey form](https://docs.google.com/a/core-ed.ac.nz/forms/d/1vZdikbsvh0ULAqqsuhYVc-qJm10EF8pPN1_hZKamXPc/viewform) (https://docs.google.com/a/core-ed.ac.nz/forms/d/1vZdikbsvh0ULAqqsuhYVc-qJm10EF8pPN1_hZKamXPc/viewform).

We would like your views by 21 March 2014.

Thank you again in advance for helping with this. Any resulting changes to the online support pack will be made by early April.

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REGIONAL NEWS

NORTHERN REGION

Secondary-tertiary partnerships

Congratulations to the 'Pathways West' group. An educational first for West Auckland, the 'Pathways West' group last week launched their new health courses, specifically designed to prepare learners for future study or work in the health industry. Learners participate in a secondary-tertiary programme where they spend every Friday over two semesters outside of school either studying at Unitec or completing practical workshops at Waitakere Hospital's Awhina campus.

The Pathways West group brings together a range of education and industry providers to align future employment opportunities with education provision in West Auckland. Through this collaboration, participating secondary schools (Green Bay High School, St Dominic's Catholic College, Waitakere College), Unitec, New Zealand Careers College and Waitemata District Health Board provide students the opportunity to learn and engage in the health sector and to achieve NCEA level 2 and a Vocational Pathway(s).

You can view the local media coverage in the Western Leader at <http://www.stuff.co.nz/auckland/local-news/western-leader/9744993/Industry-pathway-prepares-graduates>

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Do you have ideas for celebrating education excellence within your region?

There are many exciting initiatives going on to celebrate and raise the status of the profession including the Festivals of Education and Prime Minister's Education Excellence Awards. We are seeking ideas on how to publicly celebrate education excellence across the country, building on existing community events and activities.

To share your ideas on celebrating education excellence within your region, or for more information, call Sarah Bradley on 09 632 9512 or email Sarah at sarah.bradley@minedu.govt.nz [Back to top](#)

CENTRAL NORTH REGION

Achievement 2013 – 2017 (ART) workshops for Gisborne/East Coast secondary schools

The Ministry of Education, through the ART (Achievement, Retention and Transition) 2013-2017 programme, has been working with schools to support the accelerated achievement of students in meeting their NCEA Level 2 goal. One of the goals of the ART programme is to identify good practice and to share what is working in the sector.

Richard Hall, Deputy Principal of Tauranga Boys' College will present to Gisborne and East Coast principals and senior leaders on 'Improving student engagement through improved relationships'. This will provide the opportunity for schools to come together and discuss ideas that focus on school self-review, with a particular interest in raising the achievement of students in NCEA Level 2.

The presentation will be held at the Gisborne Ministry of Education office on Tuesday 8 April between 10am and 12pm.

For more information or registration please contact Charelle Pere at Charelle.Pere@minedu.govt.nz

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Supporting SENCOs in Western Bay of Plenty schools

John McGovern, Special Education. MOE on Behalf of the SENCo Support Committee

The training day advertised in the flier on the next page is part of an ongoing series to support SENCOs in Western Bay of Plenty Schools.

SUPPORTING THE ROLE OF THE SENCo

13 March 2014

9.00am – 3.00pm

At: Arataki Community Centre, Zambuk Way (off Grenada Street), Mt Maunganui
Rooms: Heron and Dotterel

PROGRAMME

9.00 **Welcome**

Introductions & Mission Card

Focus on SENCo role

1. To co-ordinate all the resources within the school and community to ensure the optimum inclusion of children with special needs.
2. To provide the principal, teachers and school community with management and support to develop inclusive strategies for students with special needs.

Group solution seeking Exercise

10.30 **Morning Tea**

11.00 **RTL B Q&A Referral Process; Practice Sequence**

12.30 pm **Lunch**

1.15 **Strengthening Families** Gynette Gainfort

1.35 **An example of a partnership with a community Agency**
Nikki Keys and Judith Kramer

2.00 **SENCo e-site** Dave Merton

2.20 **Training for Terms 2, 3 & 4 – Topics/organization**

3.00 **Close**

COST: \$20 per person – this includes morning tea and a light lunch (please bring any special dietary requirements)

Enquiries to:

John McGovern, phone 07 571 7807, john.mcgovern@minedu.govt.nz

RSVP by 7 March 2014

Marie Byrne, phone 07 571 7802, marie.byrne@minedu.govt.nz

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Hawke's Bay Inclusion Seminar: Building Inclusive Practice Together

The "Success for All" strategy was launched in 2010 following the Ministerial review of special education in New Zealand. The intent of this government strategy was to build a more inclusive education system in New Zealand where all children and young people are able to access and receive an education in their local school, should their parents choose this option.

Hawke's Bay principals and SENCoS are invited to a seminar focused on inclusion and inclusive practice. Presenters will include **Dr Alison Kearney** (Massey University) as well as local principals and Ministry staff.

The seminar will take place on **Wednesday 9 April 2014 from 9am to 3pm**

The venue for the seminar is **Eastern Institute of Technology (EIT), Room R101**

To register for this seminar, please e-mail or telephone Wendy Henderson in the Napier Ministry of Education office by 5pm Wednesday 2 April.

E-mail: wendy.henderson@minedu.govt.nz

Phone: 06 833 6730

During the day, participants will also hear information relating to an opportunity for further participation in a series of seminars focusing specifically on reviewing and strengthening their within-school policies, processes and procedures relating to inclusive education.

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Tips on Autism: FREE three-day course in Napier in June

TIPS for Autism | Napier | 10-12 June 2014

TIPS for Autism' is a free three-day course for teams who support learners with autism spectrum disorder or autistic characteristics (diagnosis not required). The criteria for attendance are that:

- the child is aged between 5 and 12 years in Term 2 2014
- the team around each child must contain at least a parent and a school representative who is a teacher. Others who know the child well are also encouraged to attend as part of the team (eg RTLB, SLT, SEA, psychologist, wider whānau, DHB, teacher aides, 0.1 teacher, SENCo etc)

The school in each team is able to claim \$150 per day (plus GST) as a contribution towards the expenses of team members: towards teacher release costs or parents' childcare or petrol costs for example.

The course is co-facilitated by a special education professional and the parent of a person with ASD. It is based on up-to-date international evidence, adapted to meet the needs of New Zealand children, the New Zealand curriculum, teachers and classrooms and is consistent with *The New Zealand Autism Spectrum Disorder Guideline*.

An information pack and application form is available at: www.tipsforautism.org.nz or contact Janine Moran at the Napier Ministry of Education office on 06 831 0644 or janine.moran@minedu.govt.nz

Please note that interest in this course is typically high with limited spaces available. Applications will be accepted on a first-in first-served basis.

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CAT road show 15 May in Mt Maunganui

[Click here for details of the CAT road show in Mt Maunganui on 15 May](#) or type this URL into your browser:

<http://www.minedu.govt.nz/NZEducation/MinistryBulletinSchoolLeaders/~media/MinEdu/Files/EducationSector/MinistryBulletin/Issue3/CATRoadShow2014.doc>

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AppExplore workshop 20 May Mt Maunganui

[Click here for details of the AppExplore workshop in Mt Maunganui on 20 May](#) or type this URL into your browser:

<http://www.minedu.govt.nz/NZEducation/MinistryBulletinSchoolLeaders/~media/MinEdu/Files/EducationSector/MinistryBulletin/Issue3/AppExploreWorkshop20thMay2014.doc>

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Do you have ideas for celebrating education excellence within your region?

There are many exciting initiatives going on to celebrate and raise the status of the profession including the Festivals of Education and Prime Minister's Education Excellence Awards. We are seeking ideas on how to publicly celebrate education excellence across the country, building on existing community events and activities.

To share your ideas on celebrating education excellence within your region, or for more information, call Charles Rolleston (based in Hamilton) on 07 837 3129 or email him at charles.rolleston@minedu.govt.nz

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CENTRAL SOUTH REGION

FREE StarJam performance workshops in central Wellington

StarJam is running FREE performance workshops for 6-25 year olds with disabilities in Central Wellington. [Click here for details](#) or type this URL into your browser:

<http://www.minedu.govt.nz/NZEducation/MinistryBulletinSchoolLeaders/~media/MinEdu/Files/EducationSector/MinistryBulletin/Issue3/CentralWellingtonCallForJammers.pdf> - and please can principals forward this information to their SENCOs.

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REMINDER: Mini-conferences

This is a reminder that Secondary Principals, along with 2-3 members of the SLT and/or senior teachers from each secondary school in Central South, are invited to participate in a one day mini conference: ***“Where to next? Sharing practice for raising student achievement”***

The mini-conference will be held in **Wellington at the Petone Working Men’s Club from 8.45am-3.30pm on Tuesday 18 March 2014** and in **New Plymouth at the New Plymouth Club from 8.45am-3.30pm on Thursday 20 March 2014**. Key note speakers will be Lisa Rodgers, Deputy Secretary Evidence, Data and Knowledge and Arthur Graves, National Manager Youth Guarantee Achievement Retention Transition.

If you have not yet registered, you are invited to register for the mini-conference by completing the online registration form

[REGISTER HERE](#)

Enquiries can be directed to Sandra Julian via email sandra@auaha.co.nz

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To share your ideas on celebrating education excellence within your region, or for more information, call Emma Gardiner on 463 8664 or email Emma at

Emma.Gardiner@minedu.govt.nz

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SOUTHERN REGION

Shaping Education Newsletter

Visit the Shaping Education website via this URL: <http://shapingeducation.govt.nz/read-more-2/shaping-education-newsletters> or click the following link [Shaping Education Newsletter](#)

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Positive Behaviour for Learning contact update

PB4L in the Southern Region has a new coordinator. Bruce Cull took over from Helen Vear earlier this year as PB4L Southern Regional Coordinator. He is the Ministry contact for all of the [PB4L initiatives](#) (URL: <http://www.minedu.govt.nz/NZEducation/EducationPolicies/SpecialEducation/OurWorkProgramme/PositiveBehaviourForLearning.aspx>) in the south. Bruce has been seconded from his role as Ministry National Practice Leader Behaviour and he has been involved in the development of many of the PB4L initiatives from their early beginnings. See also [PB4L 2013 Update](#) (URL: http://www.minedu.govt.nz/NZEducation/EducationPolicies/SpecialEducation/OurWorkProgramme/~/_media/MinEdu/Files/TheMinistry/PositiveBehaviourForLearning/PB4LUpdate2013.pdf)

Southern Region schools please phone Bruce with any PB4L enquiries on 03 3787529, 027 2946785 or email bruce.cull@minedu.govt.nz

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Information for Principals of Special Schools and Schools with Attached Units

[Please click here for the revised Local Level Agreement](#), Operational Protocol between Health and Education services in Canterbury. You can also type this URL into your browser:

http://www.minedu.govt.nz/NZEducation/MinistryBulletinSchoolLeaders/~/_media/MinEdu/Files/EducationSectors/MinistryBulletin/Issue3/SouthernRegLLA.pdf

This has been now updated to include the provision of Speech Language Therapy services.

You are invited to a meeting to discuss the document:

Date/Time: Wednesday 2 April 2014 | 10.30am – 12.30pm

Venue: Fendalton Service Centre Boardroom, Fendalton Library, Clyde Road

Tea/coffee will be available from 10.30am with the meeting to start at 11am

All parties are required to sign this Agreement and return to Wellington as soon as possible. Please print off this document and discuss with all interested parties prior to the meeting.

If at all possible, please bring a signed copy of the Agreement to the meeting and we will arrange for a bulk posting to Wellington.

Otherwise, please arrange to send on your copy to Dorothy Wilson (contact details below).

We look forward to meeting on April 2nd.

Dorothy Wilson
Service Manager,
Ministry of Education
PO Box 2252, Christchurch
Dorothy.wilson@minedu.govt.nz

Kay Boone
Clinical Manager
Beacon House Children's Therapy Team
Canterbury District Health Board
Burwood Hospital

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Do you have ideas for celebrating education excellence within your region?

There are many exciting initiatives going on to celebrate and raise the status of the profession including the Festivals of Education and Prime Minister's Education Excellence Awards. We are seeking ideas on how to publicly celebrate education excellence across the country, building on existing community events and activities.

To share your ideas on celebrating education excellence within **Otago/Southland**, or for more information, call Mary Geary on 03 471 5208 or email Mary at mary.geary@minedu.govt.nz and to share your ideas on celebrating education excellence in **Canterbury**, or for more information, call Pauline Denzey on 03 378 7771 or email Pauline at pauline.denzey@minedu.govt.nz

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EVENT CALENDAR TITLE

21-23 March 2014

Festival of Education Auckland

Viaduct Events Centre

Commencing at 10am

For more information visit: <http://www.aucklandfestivalofeducation.org.nz/>

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23 March 2014

Festival of Education Christchurch

Wigram Air force Museum

Commencing at 9am

For more information visit: <http://www.christchurchfestivalofeducation.org.nz/>

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29 March 2014

Festival of Education Wellington

TSB Arena, Shed 6 and Frank Kitts Park

Commencing at 10am

For more information visit: <http://www.wellingtonfestivalofeducation.org.nz/>

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28-29 March 2014

International Summit on the Teaching Profession | Wellington

The Summit will be held at Parliament Buildings home of the New Zealand Parliament and at the Museum of New Zealand Te Papa Tongarewa

For more information visit: <http://www.istp2014.org/>

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MINISTRY NEWSLETTERS (Ministry NL Title Style)

Property News Issue 12 March 2014

http://www.minedu.govt.nz/NZEducation/EducationPolicies/Schools/PropertyToolBox/NewsAndEvents/PropertyNews/~/_media/MinEdu/Files/EducationSectors/PrimarySecondary/PropertyToolbox/NewsAndEvents/PropertyNews/PropertyNewsIssue12-March14.pdf

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Shaping Education Newsletter

<http://shapingeducation.govt.nz/wp-content/uploads/2014/03/Shaping-Education-Newsletter-March-2014.pdf>

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UPCOMING MINISTRY COMMUNICATIONS

Visit: <http://www.minedu.govt.nz/NZEducation/MinistryBulletinSchoolLeaders/Issue2.aspx> - note this is a work in progress

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FEEDBACK

Send us your feedback, comments or questions: bulletin@minedu.govt.nz

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