



MANUKURA

Charter

Tō Mātou Pepeha **Our Lineage**

Ko Whakaari te maunga
Ko Otoko te awa tūpuna
Ko Maniaihu te whare tūpuna
Ko Tahuriwakanui te hāpu
Ko Ngāti Kauwhata te iwi

Ihirangi

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Tō mātou whāinga matua

Our Mission

MANUKURA will operate the following aims, purposes and objectives, which will together constitute its designated character:

- MANUKURA will provide a unique education for students, that promotes academic and sporting excellence within a Ngāti Kauwhata context. Ngāti Kauwhata students who desire to explore high performance athlete pathways will be given preference for enrolment.

This designated character is lived out:

- By providing an environment that promotes an educational vision linked to the goals and aspirations of Tahuriwakanui.

Ko Tahuriwakanui te whakapūāhurutaŋa o MANUKURA.

This will be evidenced:

- By ensuring the Board, staff, students and the culture of MANUKURA is one that promotes educational and sporting excellence within a Māori context guided by the tikanga of Ngāti Kauwhata.
- By providing a balance between education, sport and culture that is reflected in both curriculum and delivery, where the philosophy of Te Whare Tapa Whā is interwoven.
- By operating a structured timetable designed to holistically encompass academic and sporting performance outcomes that strategically link nutrition, athletic pathways, competition and service to others as integral delivery components.
- By providing a culture where achievement and high expectations are part of the role that students, whanau and family play in each student's success. This will be normalised within the Ngāti Kauwhata tikanga.
- By producing excellent competency in Te Reo and Mātauranga Māori through academic and tikanga related opportunities.
- By working with local and national organisations including tertiary institutions to create mutually beneficial partnerships.

Te Āhua o Te Kura

School Description

Definition:	Designated Character school
Roll:	175
School Type:	State Secondary
Gender of school:	Co-educational
School ID Number:	739

The TŪ TOA Charitable Trust was established in 2005 to encourage high achievement by youth. The Trust operated as a supervisory arm of The Correspondence School fostering excellence within a culture built on Māori values, innovative practice in education, and sporting accomplishment.

MANUKURA curriculum delivery will be dually delivered under Te Aho o te Kura Pounamu (formerly The Correspondence School) and MANUKURA collectively.

The MANUKURA community consists of:

- Te Whānau o MANUKURA
- Te Aho o te Kura Pounamu (The Correspondence School)
- Te Wānanga o Raukawa
- Te Kura Kaupapa Māori o Te Rito
- Massey University
- Ministry of Education
- The TŪ TOA Trust Board and;
- Ngāti Kauwhata and Rangitāne

Ō Mātou Wawata

Our Aims

Special Character

MANUKURA promotes educational and sporting excellence within a Māori context.

Curriculum Delivery

- Reflect the principles of the New Zealand Curriculum Framework (NZCF).
- Provide a positive learning environment where effort and achievement are recognised and academic and sporting excellence is expected.
- Provide a range of academic, sporting, spiritual, cultural and social experiences.
- Provide assistance and opportunities for all students to develop their full potential spiritually, intellectually, physically, artistically, socially and emotionally.
- Value compassion, excellence, spirituality, fairness, integrity, competitiveness, respect for others, trust and commitment.

Curriculum Context

- Reflect our Special Character in all programmes.
- Educate the whole person – spiritual, academic, social, cultural and physical.
- Offer a solid range of core subjects and specialist options.
- Identify and meet the needs of all students.
- Provide for the needs of Māori students including education in Te Reo Māori.

Student Achievement & Progress

- Identify and mitigate barriers to achievement.
- Monitor and report on progress to students and whānau with clear learning objectives.

Personnel

- Actively encourage Equal Employment Opportunities for all staff.
- Value, promote and acknowledge quality performance by teaching and non-teaching staff.
- Actively support staff professional development.
- Promote and uphold our Special Character.

Finance

- Manage funds to meet educational priorities.

- Prudent stewardship of financial resources. Accountable financial management structures are followed.

Property

- Provide facilities that can enable us to uphold Tikanga Māori
- Maintain the buildings and facilities as required under the Property Maintenance Schedule.
- Ensure a safe, healthy and well-presented environment for learning and working.
- Recognise the rights of the Board as the guardians of the kaupapa.

Community Involvement

- Be welcoming and hospitable to visitors.
- Invite community input within all policies.
- Communicate with the community about our activities.
- Encourage community participation in the life of MANUKURA
- Foster and maintain relationships with other kura.

Iwi Diversity

- Recognise, respect and value all iwi present in our community.
- Reflect in our protocol, the local iwi Ngāti Kauwhata as mana whenua.
- Affirm pride and iwi identity among students.

Self Review

- Conduct an annual review of all protocols and procedures.
- Annual review and reflection of achievements of excellence.
- Implement planned improvements towards excellence.

Ō Mātou Whāinga Roa, Whāinga Whāiti Me Ngā Rautaki
Our Goals, Objectives And Strategies within Education

Goal 1: Access Te Ao Māori and the Sporting world

The special Māori and Sporting characters permeate all aspects of our life.

Special Character Objectives

- Curriculum reflects the Dual Special Character of MANUKURA.
- Provide students opportunities for sports science, competition, athlete pathways, and service to others.

Strategies

- Annual Special Character report to the Board.
- Annual review of the Special Character policy across curricular.
- Annual review of the 3 year Sporting Plan.

Te Ao Māori Objectives

- Strengthen Knowledge and Understanding of the Māori world view.
- Further develop the Strategic Plan in order to maintain and enhance Māori knowledge and pedagogy.
- Focus effort on strengthening effective relationships between MANUKURA and home, and on incorporating practices into teaching that are effective for students.

Strategies

- Opportunities are sought and provided for students and staff to participate in Māori centered education and activities.
- Te reo and tikanga Māori permeates all aspects of MANUKURA life.

Goal 2: Curriculum and Educational outcomes

To provide excellence in teaching and learning, utilising collective and individual potential to succeed as Māori and global citizens.

Curriculum Delivery and Content Objectives

- Further develop and refine the Strategic Plan to ensure effective curriculum delivery and content.
- Improve endorsement of National Certificates of Educational Achievement across all levels.
- To achieve sustainable improvement in literacy practices by engaging in evidence-based inquiry in both the macro (school-wide) and micro (classroom) environments.

Strategies

- Annual review of the Strategic Plan. Ongoing review of the structure and content of subject management documents to align with the curriculum.
- Promulgate the Best Evidence Synthesis within all educational programmes.
- Provide a sustained school wide staff professional development programme that focuses on our Curriculum and Educational priorities.

Goal 3: Encourage, Provide Opportunities For, Acknowledge and Celebrate success and Achievement

Provide motivation and celebrate excellence in a positive and inclusive environment.

Celebrating Success and Achievement Objectives

- Promote a culture of engagement, inclusion, motivation and learning for all students and the positive engagement of whānau.
- Examples of success or achievement are acknowledged and celebrated.

Strategies

- Continue to provide a nurturing and positive environment that motivates students to strive for excellence.
- Foster and maintain positive relationships with whānau.
- Provide opportunities to celebrate and acknowledge students' spiritual, cultural, academic and sporting achievements.

Goal 4: Equip Students With the Skills Required to Thrive in Today's Changing world

Provide Information and Communication Technology (ICT) that supports teaching and learning intentions across the curriculum.

ICT Objectives

- Develop and implement an ICT strategic plan with a view to integration across the curriculum.
- Provide opportunities and enhancement to become computer literate and familiar with ICT and other forms of media.

Strategies

- Develop and implement an ICT strategic plan to integrate across the curriculum.
- Ensure Professional development opportunities are sourced and implemented.

Goal 5: Encourage Full and Active Mātua Participation

MANUKURA and whānau work together to support the aspirations of students.

Active Participation Objectives

- Strengthen whānau capacity to engage with MANUKURA and expect quality schooling provision.
- Continue to support access to knowledge about Te Reo Māori and Tikanga.
- Continue to support access to knowledge about sports science
- Put greater emphasis on helping whānau to support the learning of their sons/daughters, mokopuna.

Strategies

- Regular reporting to ensure effective communication between staff and parents.
- Cooperatively to support students. Increase direct access for parents to teachers through email; phone and in person.

Teaching and Support Staff maintain and uphold professional behaviours.

Staff Behaviour Objectives

- Supporting staff to affirm and develop the identities of students to contribute to student engagement and learning.
- Ensure that our systems for developing beginning teachers and support staff are supportive and appropriate.
- Professional standards of conduct and behaviour are promulgated and modeled.
- Performance appraisal is non-threatening and viewed as a developmental tool.

Strategies

- Distribute the New Zealand Teachers' Council Code of Ethics to all teaching team staff.
- Annual review of the Performance Management System.
- Professional Development is encouraged.
- Professional Learning Groups discuss and reflect on professional practices.

Goal 7: Maintain and Further Develop a Safe and Stimulating/Nurturing Learning Environment

MANUKURA permeates best educational strategies to further enhance the learning of all students.

Environment Objectives

- Seek ways to develop policies and practices that produce best outcomes for Māori education.

Strategies

- Focus resources (including staff, time and funding) on what will make the most difference for the learning of all students.

Goal 8: Continually strive For Improvement through a Reflective Approach to Learning and Teaching

Support the educational aspirations of students and raise teaching expectations at every opportunity.

Environment Objectives

- Raising the expectations of staff and whānau of students learning potential, by identifying and sharing practices that support Māori educational success.

Strategies

- Foster and maintain positive relationships with others with a view to exploring the wider global community.
- Participate in local and national educational forums.
- Participate in Māori education forums

Ō Mātou Whāinga Roa, Whāinga Whāiti Mō Te Pūtea
Our Goals and Objectives within Finance

Goal 1: To allocate and control income and expenditure in ways that reflect the priorities as stated in the charter.

Finance Objective

- An annual budget which reflects the Board of Trustees priorities and strategies, to fund the school curriculum, property and administrative activities is prepared.

Goal 2: To monitor and control expenditure, to ensure annual accounts are prepared and audited as required by the Public Finance Act 1989 and the Education Act 1989.

Finance Objective

- The Board of Trustees monitors and controls income and expenditure throughout the year, ensuring the preparation, audit and publications of annual accounts.
- Unqualified Financial Audit

Ō Mātou Whāinga Roa, Whāinga Whāiti Mō Ngā Rawa
Our Goals and Objectives within Property

Goal 1: To comply with the negotiated conditions of any current asset management agreement and implement a maintenance programme in order to provide an environment which is safe, attractive, healthy and conducive to teaching and learning.

Property Objectives

- The Board of Trustees prepares and implements an annual plan of property maintenance and development based on the long-term property plan.
- The Board of Trustees ensures that all practicable steps are taken to provide a safe physical learning and living environment for staff and students.
- The Board of Trustees resource the Administrative arm of MANUKURA to enhance property development and professional project management of all long - term property goals.
- Maintenance of property to an appropriate standard

Ō Mātou Whāinga Roa, Whāinga Whāiti Mō Te Hauora
Our Goals and Objectives within Health & Safety

Permanent Goal: To provide a safe physical and emotional environment for students, staff and whānau.

Health and Safety Objective

- Any current legislation is complied with to maintain and support the health and safety of students, staff and whānau.

Ō Mātou Whāinga Roa, Whāinga Whāiti Mō Te Ture
Our Goals and Objectives within Legislation

Permanent Goal: To comply with all general legislation concerning educational requirements

Legislation Objective

- The Board of Trustees is up to date with current general legislation and implements appropriate policies as required.
- Our Policies and Procedures ensure a safe environment and a prompt response to any incidents requiring attention.

Ngā Tikanga Mō Te Tumuaki
Code of Conduct – Principal

In carrying out the duties, the Principal will:

1. Ensure that the needs of students and their learning are given full consideration in planning, resourcing and implementing the curriculum.
2. Show a commitment to the belief that each student is important and is entitled to an education, which respects their individuality and challenges them to reach their highest standards of personal achievement.
3. Be committed to the Charter and aim to achieve its objectives
4. Respect the integrity of staff, members of the Board of Trustees, whānau and students, and demonstrate a commitment to supporting professional development that promotes student learning and professional practice
5. Work cooperatively with all staff, but take final responsibility for decisions within the authority of the Principal as delegated by the Board of Trustees.
6. Provide all information on a student to any person with legal rights to the information who requests it, and respect confidentiality by keeping information on students from people who have no right to it.
7. Not vote in the Board of Trustee’s decisions in relation to the Principal’s employment.

Ngā Tikanga Mō Te Rūnanga Whakahaere

Code of Conduct - Board of Trustees

The Board of Trustees agrees to adhere to the following code of conduct:

1. Ensure that the needs of students and their learning are given full consideration when planning, resourcing and implementing the curriculum.
2. Ensure that all students are provided with an education which reflects their individuality and which challenges them to reach the highest standards of personal achievement.
3. Serve MANUKURA and whānau to the best of their ability and be honest, reliable, trustworthy, loyal and fair.
4. Respect the integrity of the Principal, staff, student and whānau.
5. Maintain the confidentiality and trust vested in them.
6. Ensure strict confidentiality of papers and information related to the Board's position as employer.
7. Ensure that individual Trustees do not act independently of the Board and its decisions.
8. Accept that the Principal is the professional leader of MANUKURA who is responsible to the Board of Trustees.

Te Mātauranga Tūtohi
Charter Understanding

In accordance with Section 64 of the Education Act, the Board of Trustees undertakes to take all reasonable steps to achieve the purpose, aims and objectives in this Charter which have been approved by the Board following consultation with the community in terms of Section 61 and 63 of the Education Act and to take full account of the National Education Guidelines and all statutory obligations.

The whānau accept this Charter as it's undertaking to Minister of Education on:

Date

The Board of Trustees accepted this Charter as its undertaking to the Minister of Education on:

(Chairperson, Board of Trustees)

Sir Mason Durie
(Chairperson, Trust Board)

Date

For the Minister of Education

Date