Critical need to know and action

1. With the recent media attention about **kiwi suspensions** (term often used for a suspension, exclusion or expulsion that is not legal), we thought it timely to outline the support we provide, as well as every school’s obligations. [Read more...](#)

2. **Fake social media accounts** – how to support your students. [Read more...](#)

3. New service to deal with **harmful digital communications**. [Read more...](#)

4. The **Prime Minister’s Education Excellence Awards** are now open. Your story is worth sharing. For entry tips and advice, go to the [PMs Awards website](#). Entries close **17 March**.

5. Final reminder: Submissions for the [Education (Update) Amendment Bill](#) close **Friday 11 November**. Go to the [New Zealand Parliament website](#) for more information.

6. **New construction contracts** and guidance notes are now on our website. [Read more...](#)

Heads up

1. From 25 October to 5 December, the Ministry for Primary Industries is running public consultation on proposals for changes to **food safety regulations**. Submissions close **5 December**. [Read more...](#)

2. The latest news about the **PLD redesign** is on the [PLD website](#) including information on new leadership supports, how to make a PLD proposal, and key information and dates for your area.

3. Health and safety: Information on keeping **school pools** open over summer. [Read more...](#)

4. A newly established **Child Sex Offender Register** administered by New Zealand Police began operating on 14 October. [Read more...](#)

5. Schools with approved **school-to-school exchange programmes** will be contacted by mid November to submit their Annual Attestation for inbound and outbound exchange students in 2016. Email [international.division@education.govt.nz](mailto:international.division@education.govt.nz) for more information, or if your school is interested in setting up an exchange programme.

6. **Supplementary support**: Regional offices are currently working through the allocation processes for [Programmes for Students](#) and [Reading Recovery 2017](#). Contact your education advisor if you have any queries.
1. **Switch to Water Challenge - 10 October to 20 November**
   The NZ Dental Association in partnership with Irene Van Dyk invites schools to participate in the **Switch to Water Challenge**. Schools that register before 20 November go in the draw to win a school visit from Irene. View the **School Toolkit [PDF]** for more information.

2. **World Tsunami Awareness Day - 5 November**
   The UN General Assembly has chosen 5 November as World Tsunami Awareness Day. Visit [www.whatstheplanstan.govt.nz](http://www.whatstheplanstan.govt.nz) for teaching tsunami awareness resources, information for school leaders and more.

### Regional news
- Tai Tokerau
- Auckland
- Waikato
- Bay of Plenty - Waiariki
- Taranaki, Whanganui, Manawatu
- Hawke’s Bay - Tairāwhiti
- Wellington
- Nelson, Marlborough, West Coast
- Canterbury
- Otago, Southland
Critical need to know and action

Kiwi Suspensions

With the recent media attention about kiwi suspensions (term often used for a suspension, exclusion or expulsion that is not legal), we thought it timely to outline the support we provide, as well as every school’s obligations.

Support we provide

Local ministry staff are available to support you and provide advice to any school that is dealing with a difficult or complex situation with a child or young person. Boards of trustees can also receive support from the NZ School Trustees Association Advisory and Support Centre: govadvice@nzsta.org.nz

We also have programmes and initiatives in place to reduce the overall rate of stand downs, suspensions and expulsions to ensure they continue the current downward trend.

The highly successful Positive Behaviour for Learning Programme (PB4L) is in more than 600 schools and supporting thousands of young people. It is a long term, systemic approach involving 10 initiatives.

We are also working to provide alternative education pathways that are more relevant to students to help them stay in school, or to re-engage in their learning eg Trades Academies.

Schools’ obligations

Every child has the right, under New Zealand law, to attend their local school if they choose to do so.

We have stand-downs, suspensions, exclusions and expulsions guidelines (part one and part two), which are designed to assist boards of trustees, principals and teachers of state and state-integrated schools with their legal obligations and duties. The guidelines are here on our website

Further information on dealing with kiwi suspensions can be found on our parent’s website
Students can only be removed from a school or kura for behavioural reasons when the school follows the correct process, as set out in the Education Act. We’ve linked to areas of the Act below to make finding information easier.

- 13 **Standing-down, suspension, exclusion and expulsion of students**
- 14 **Principal may stand-down or suspend students**
- 15 **Board’s powers when suspended student younger than 16**
- 16 **Secretary’s powers when excluded student younger than 16**
- 17 **Board’s powers when suspended student 16 or older**
- 17A **Duties of principal when student stood-down or suspended**
- 17B **Who may attend board meeting concerning suspensions**
- 17C **Effect of suspension on school register**
- 17D **Re-enrolment of excluded or expelled student**
- 18 **Notice requirements for stand-downs, suspensions, exclusions and expulsions**
- 18A **Recommendation that student should attend particular school**
- 18AAA **Secretary may make rules**
- 19 **Principal may preclude student for health reasons**

**Fake profiles on social media**

NetSafe has recently responded to two cases of fake profiles created on social media with the intent to make inappropriate contact with young people. In addition, several cases have been reported of students creating duplicate accounts in order to cyberbully peers. In all cases, young people have shared inappropriate information about themselves or others.

Fake accounts can breach the terms and conditions of some social media sites as can content that deliberately seeks to cause harm. NetSafe has been working with schools, NZ Police and online content hosts to investigate incidents, have inappropriate content taken down, and ensure that schools receive the support they need.

**How to provide support for your students**

Schools are advised to contact NetSafe if their students are targeted by people online, or are involved in cyberbullying.

Schools should refer to their incident management processes – and to Digital Technology: Safe and responsible use – and ensure they have appropriate support and wellbeing systems in place.

You can contact NetSafe by email queries@netsafe.org.nz or call 0508 NETSAFE (0508 638 723).
New service to deal with harmful digital communications

From late November, teachers, students, whānau and school leaders will have access to a new service to help resolve cyberbullying and online harassment.

School leaders or their delegates (with the student’s consent) and whānau will now be able to contact NetSafe to help resolve complaints about harmful digital communications.

The new service is provided under the Harmful Digital Communications Act 2015, which simplifies the process for getting harmful communications removed from the internet and introduces new criminal and civil offences.

The NetSafe service will be available free to all New Zealand schools and their communities. The service includes:

- reviewing and investigating individual complaints;
- advising on legal implications;
- mediating between the complainant and the instigator; and
- referring unresolved complaints to the District Court’s new civil process.

For more information visit the NetSafe website or call NetSafe on 0508 638 723.

Prime Minister’s Education Excellence Awards

The Prime Minister’s Education Excellence Awards are now open. Your story is worth sharing. For entry tips and advice, go to the PM Awards website. Entries close 17 March.

Education (Update) Amendment Bill

Final reminder: Submissions for the Education (Update) Amendment Bill close Friday 11 November. Go to the New Zealand Parliament website for more information.

Changes to construction contracts

New construction contracts and guidance notes are now available on our website. These contracts should be used for building projects requiring construction services (except for any projects currently in the tender stage) and should make the process of completing and agreeing contracts easier for all involved.

We’ve summarised key changes and highlighted key commercial terms required for each of the three new construction contracts (Minor / Medium / Major) in Construction Works Contracts - About the October 2016 Changes [PDF]
Some of the major changes include:

- The threshold of the Minor Works Contract being raised from $10,000 to $50,000 to make it easier for schools to contract with suppliers for works of a minor nature.
- The Major Works Contract (projects with construction values above $500k) is now based on the industry standard contract form NZS 3910:2013.
- Reference to some of the key requirements of the latest Health and Safety Act.
- Clearer guidance notes for each specific contract to help you, your project managers and contractors in understanding how to use them.

If you have any queries concerning the use of these new contracts contact your local property advisor.

**Heads up**

**Food Act consultation**

From **25 October to 5 December**, the Ministry for Primary Industries (MPI) is running public consultation on proposals for changes to food safety regulations.

Read the consultation documents setting out the proposed changes and how to make a submission or **give feedback by 5 December** on the MPI [website](#).

**Impact of the proposed changes on schools**

In the **last issue of the Bulletin** we explained what schools need to do to comply with the Food Act 2014 depending on the type of food your school makes.

Most school food-related activities span across all three levels of the national programmes and the food control plan. For example, reheating pre-made food such as pies or sausage rolls to sell comes under national programme 3.

Although the proposed changes may not affect your school now, MPI officials will consider all relevant material made in submissions, so you are welcome to provide any additional information you think MPI officials need to consider reviewing to better meet your needs, while still meeting the purposes of the legislation.

**PLD redesign**

The latest news about the **PLD redesign** is on the [PLD website](#) including information on new leadership supports, how to make a PLD proposal, and key information and dates for your area.
Health and Safety - keeping school pools open over summer

WorkSafe and the Ministry have received a number of calls about keeping school pools open over summer. The intention of the Health and Safety at Work Act 2015 is not to curtail such activities.

School pools don’t have to close. Keeping a school pool open or available outside of core school hours is a decision for the board of trustees.

A key point of the legislation is that health and safety is everybody’s responsibility and that the focus needs to be managing the risk and not the liability.

Schools have a duty to all ‘others’ in the workplace and this includes people using school pools inside and outside of normal school hours. Those visitors to your workplace also have a duty to look after their own health and safety.

If there was an event, the regulator would look at what measures the school had taken to ensure a safe work place. The key is being able to show that your school has taken all reasonable steps.

Newly established child sex offender register

A newly established Child Sex Offender Register administered by New Zealand Police went live on 14 October. The register enables information on convicted offenders who are living back in the community to be gathered and shared with specific agencies.

When there is a specific threat to a child or children’s safety, schools may be provided with information about the offender by their Police Case Manager so they can take appropriate preventative action.

The register is not publicly available and there are disclosure protocols/penalties around information released.

The first point of contact for schools remains their local Police station. For more information visit the NZ Police website.

Approved school-to-school exchange programmes

Schools with approved school-to-school exchange programmes will be contacted by mid November to submit their Annual Attestation for inbound and outbound exchange students in 2016. Email international.division@education.govt.nz for more information, or if your school is interested in setting up an exchange programme.

Supplementary support

Regional offices are currently working through the allocation processes for Programmes for Students and Reading Recovery 2017. Contact your education advisor if you have any queries.
**Evaluating Building on Success**

We’ll be asking schools involved in Kia Eke Panuku and Te Kākahu PLD to do a survey evaluating Building on Success. This is the final year of a three-year evaluation and will focus on school, teaching and Māori learner outcomes, and relationships between schools and iwi, from participating in the interventions.

**Game of Awesome**

A Ministry of Education resource aimed at encouraging reluctant writers has won the ‘Public Good’ section of the Designers Institute Best Awards.

*Game of Awesome* is a fun card game designed to inspire year 5-8 students (particularly boys) to develop their writing skills. Designed for up to six players, the cards can be used to quickly generate and explore ideas, then expand them into stories. There are many ways to play the game to suit students’ different interests and learning styles.

The game was co-created with students from Wellington’s Te Aro School and St. Patrick’s College, as well as teachers from Newtown, Houghton Valley, Korokoro and Kilbirnie Schools.

Game of Awesome is the latest addition to the Success for Boys collection, which also includes *Story Starters* - a video story resource co-designed with Year 5-8 students in collaboration with Kiwi male role-models such as Bret McKenzie, Dai Henwood and Mike McRoberts.

Game of Awesome resources can be downloaded and printed from the resources section of the Success for Boys site – schools also can order a limited number of printed card sets.

**Innovative Learning Environments**

Final Reminder: Innovative Learning Environments - have you had your say? Read more in Issue 59 of the bulletin
Tēnā koutou katoa

2017 Prime Minister’s Education Excellence Awards

Education Minister Hekia Parata is encouraging all education providers to enter education's answer to the Oscars. “The Prime Minister’s Education Excellence Awards are about celebrating education excellence, recognising the great work taking place in our schools, kura and ECE providers across New Zealand,” says Ms Parata.

The four main categories for the awards are:

- Excellence in engaging
- Excellence in leading
- Excellence in teaching and learning
- Excellence in governing
The winning entry in each category receives $20,000 and a professional development opportunity. Another award, the Prime Minister’s Supreme Award, goes to a category winner that has had the most impact on raising student achievement.

The winner of the Supreme Award receives an additional $30,000.

Entries close 4pm, 17 March 2017. Entry forms and more information are available on the PMs awards website. Finalists will be announced in May and a national awards ceremony will be held in June next year.

Nationwide Stage Challenge Success

Congratulations to Bream Bay College and Whangarei Girls’ High for their outstanding performances in the recent nationwide Stage Challenge involving 180 schools.

Bream Bay College won the Ministry of Youth Development’s National Award of Excellence for Drama with their performance “Til it Happens to you” dealing with the tough subject of rape and how society still wears a mask of ignorance on the subject.

Whangarei Girls’ High School’s performance, “A Decision of Difference” won the Ministry of Education National Award for Concept, portraying another difficult subject; a mother faced with heart-wrenching decisions when learning that her child would be born with severe intellectual disability.

Professional Learning and Development update

The Area Allocation Panel for PLD has now been established. Below is the list of confirmed panel members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Representation</th>
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<tbody>
<tr>
<td>Wayne Buckland</td>
<td>Secondary schools</td>
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<tr>
<td>Lana Wolfgram</td>
<td>Primary schools</td>
</tr>
<tr>
<td>Gerald Koberstein</td>
<td>Primary schools</td>
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<tr>
<td>Leanne Otene</td>
<td>Dual medium schools</td>
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<tr>
<td>Michelle Sarich</td>
<td>Te Kura Kaupapa Māori</td>
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<tr>
<td>Fiona McGrath</td>
<td>Ministry of Education</td>
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<td>Lesley Parton</td>
<td>Ministry of Education</td>
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There are also a number of key dates that you need to know about:

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<thead>
<tr>
<th>Term 4 (10 October - 20 December)</th>
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<tbody>
<tr>
<td>28 October</td>
<td>PLD Proposal final submission date</td>
</tr>
<tr>
<td>10 November</td>
<td>Area Allocation Panel moderation meeting</td>
</tr>
<tr>
<td>18 November</td>
<td>Notification date</td>
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<th>Term 1 2017 (7 February - 13 April)</th>
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<tr>
<td>24 February</td>
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<td>16 March</td>
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<td>24 March</td>
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<th>Term 2 2017 (1 May - 7 July)</th>
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<td>2 June</td>
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<td>15 June</td>
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<td>23 June</td>
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<th>Term 3 2017 (24 July - 29 September)</th>
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<tr>
<td>24 August</td>
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<td>7 September</td>
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<td>15 September</td>
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<th>Term 4 2017 (16 October - 14 December)</th>
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<tr>
<td>27 October</td>
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<tr>
<td>9 November</td>
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<td>17 November</td>
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</tbody>
</table>

Please contact your education advisor if you need further information about PLD proposals.

**New Ministry office in Kerikeri**

Te Tāhuhu o te Mātauranga Te Tari ki Kerikeri, the Ministry of Education Kerikeri office was opened, and was blessed by Ngāti Rehia Kaumatua and Kuia on 26 October, at 9 Hobson Avenue, Kerikeri. Ngāti Rehia have paved the way for Ministry staff to move into the base in Kerikeri.
Staff are delighted to have new premises to work from, kitted out with Skype for Business and mobile devices that will enable them to better service the wider Mid and Far North areas.

We would like to extend a warm invitation to school principals and staff to pop in to see our new office when you are next in the area.

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

Ngā mihi
Hira

**Auckland | Isabel Evans**

**Talofa**

**Communities of Learning | Kāhui Ako and early learning**

On 14 October, our staff presented information about CoL to Auckland early childhood education leaders and practitioners.

The hui was well attended by representatives across the early learning sector. The korero was robust and provided potential ideas for engaging and encouraging early learning involvement with local CoL.

Collaboration with the Tamaki Makaurau Early Years Leadership Network - kōtuitui tangata, kōtuitui whakaaro will continue as we work on the development of CoL in Auckland and implementation of achievement plans.

Tamaki Makaurau Early Years Leadership Network - kōtuitui tangata, kōtuitui whakaaro was established earlier this year for early years’ leaders to meet monthly to discuss early childhood education topics and issues within an Auckland context.

Kōtuitui means to weave together, to interconnect, to network; Tangata is people; Whakaaro is ideas and thoughts.

**Japanese delegation visit Auckland**

On 17 October, Auckland staff hosted a group of early learning educators from Japan.

The educators were from the Yanagi Education Group. They were here for four days to visit early childhood services.
in Auckland and learn about designing effective quality learning stories, how they are used as a teaching method and communications between the centre, family/home and the child.

They also requested an overview of government policies and the role of the Ministry in supporting, regulating and monitoring quality, participation and achievement.

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

Ngā mihi
Isabel

Waikato | Paula Rawiri

E te Kuia a Huirangi
Nei rā te mihi maioha ki a koe.
Haere atu rā, haere atu rā, moe mai rā.

We were sad to farewell Huirangi Tahana last week. Huirangi was known to and worked with many of us in the education sector as an exponent in our local traditions. She is also the wife of our kaumātua Charles Tahana who guides us through our daily work here at the Ministry of Education and I wanted to acknowledge Huirangi’s passing at this time.

Ministerial Regional Cross-Sector Forum on Raising Educational Achievement
I hosted approximately 60 education and community leaders in Hamilton at the second cross-sector forum for 2016. Claire Douglas, Deputy Secretary Graduate Achievement, Vocations and Careers led a session on pathways to employment, which sparked plenty of conversation between business representatives and secondary school principals.

The three Waikato Communities of Learning | Kāhui Ako with endorsed achievement challenges introduced themselves and led discussions in small groups on their progress. Members of the forum were able to hear about CoL experiences and identify the opportunities that exist through working together.

Entries are open for the Prime Minister’s Education Excellence Awards!
It would be great to see a few more people from the Waikato putting their hands up and entering the 2017 Prime Minister’s Education Excellence Awards. Last year, Hinuera School was a finalist in the Excellence in Leading – Atakura Award and Excellence in Governing – Awatea Award. Read the Minister of Education’s media release on the Beehive website

More information is available on the PMs awards website. Entries close 4pm, 17 March 2017.

Using the Progression and Consistency Tool (PaCT)
Recently, Pirongia School hosted a PaCT workshop for 65 principals and teachers from the Te
Awamutu area and, in particular, those schools connected through the Rural and Roses Cluster. Te Toi Tupu facilitators who are in training to continue the implementation of PaCT within these and newly signed up schools and/or CoL also attended.

Darryn Gray (lead advisor, Ministry of Education) facilitated the workshop and was assisted by Sheryl Crawford (deputy principal, Wairakei Primary School) who is currently providing mentor support for schools through the PaCT “Champion School” initiative.

The group were very positive in their response to Darryn’s presentation and appreciated the expertise of a teacher who is actually working with the tool to support OTJs, and using the information and data to provide next steps in their teaching to improve student learning and achievement.

Visit the PaCT website for more information about how best to use the tool. If you want any further help please let your education advisor know.

Asbestos management risk assessment checklist
From time to time we get questions about managing projects where asbestos could be present. There are some well prescribed duties for the management of asbestos which you can read more about in the Asbestos Management Risk Assessment Checklist [PDF] or if you have any queries email eis.healthandsafety@education.govt.nz

And finally...
Bevan Smith (lead advisor, CoL), Abdirizak Abdi (lead advisor, Refugee and Migrant Education) and I had the privilege of hosting principals and government officials from the Gyeonggi Provincial Office of Education, Korea.

The delegation was in New Zealand to learn more about our education system and the concept of a village school.

And finally, finally...
It’s lovely to see the sun a little bit earlier in the mornings and have it longer in the evenings. If you are like me this gives plenty of opportunity to get out for a walk - unfortunately no excuses! So treat yourself (if you aren’t already)

You all work incredibly hard and we need you to take care.

Feel free to call me on 07 850 8924 or email me at: paula.rawiri@education.govt.nz
Kī roto i ngā manaakitanga, Paula
Tēnā koutou katoa and Talofa lava – it’s been a busy start to term 4 and I hope things are settling down. As always, take the time to read the information in this fortnight’s Bulletin and my regional update below.

Launch of the Otumoetai Community of Learning
On 25 October, the Otumoetai Community of Learning held its official launch at Otumoetai College. The CoL is comprised of nine schools including two secondary schools, an intermediate school and six primary schools, providing both English and Māori medium pathways. It’s led by Henk Popping, principal of Otumoetai Intermediate. The launch was a great event including a welcome by the Otumoetai College kapa haka group, brief addresses from Henk, Dave Randall and me, and an explanation of the CoL tohu emblem designed by staff at Te Wharekura o Mauao for the CoL.

Prime Minister's Education Excellence Awards open for 2017
It's time for all schools, kura and early childhood education providers to tell their story of excellence in this year’s Prime Minister’s Education Excellence Awards. Our region was well represented this year, with Aorangi School and Rotorua Boys High School leading the way. The annual awards celebrate and recognise the outstanding work taking place in schools, kura and among early learning providers throughout New Zealand. You can enter and find more information on the PMs Awards website. Entries close March 2017.

Please share with your networks as I’d love to see some of our local/regional educational leaders, early learners or schools being acknowledged for their great work.

Inaugural Young Entrepreneur of the Year Award
On 15 October, I had the pleasure of presenting the inaugural Young Entrepreneur of the Year award at this year’s 2016 Westpac Business Awards in Rotorua – the first time schools and
Education have featured at these prestigious business awards. The award was open to Rotorua secondary students from years 11-13.

Our five finalists were outstanding and their schools, friends and families should be extremely proud of them. One of the highlights from the evening was the reaction from the audiences as the MC gave a description of each of their entries – it was priceless! I was approached by several business and community leaders during the evening who were stunned with the calibre and maturity of the entries. From establishing an online campaign to promote positive online behaviour and anti cyber-bullying, to developing a company to sell low-sugar ginger ice-pops at regional and national expos - all five of our finalists were amazing.

The winner of the inaugural award was Loren Skudder-Hill, a year 13 student from John Paul College. Loren was unable to attend the evening as she was in China on behalf of Ukuda, a not-for-profit social enterprise Loren founded three years ago. Ukuda helps youth participate in and contribute to decision-making in their communities, which Loren founded three years ago.

We have some talented young people in our region and I hope to grow the number of entries for this award in 2017.

Communities of Learning | Kāhui Ako
A reminder that if you are interested in establishing or joining a CoL, the deadline to send in an expression of interest is Friday, 18 November. For more information talk to your senior education advisor or email Merle Ramsay merle.ramsay@education.govt.nz our lead education advisor.

Opportunity to work for the Ministry of Education – Lead Education Advisor
I’m looking for a highly experienced, dynamic and innovative education professional to join our regional leadership team to support the implementation of Communities of Learning | Kāhui Ako. The lead education advisor will play a critical role implementing and supporting CoL across the region. This is a fulltime permanent senior role reporting directly to me working alongside Merle.
Ramsay my other lead education advisor. The successful applicant can be based in either our Rotorua or Tauranga office and I will consider a secondment.

Applications open today and can be found in our Careers Centre. Applications close 4pm, Friday 18 November.

**Tauranga Boys College – celebrating Pasifika success!**

One of the things I love about my job is the opportunity to see the strong partnerships between communities, students and schools to raise educational achievement. The ‘Pasifika Rise’ mentoring programme at Tauranga Boys College is a wonderful example of the local Pasifika community, school/teachers and parents coming together to support the boys at the college. I was honoured to be part of their Fijian kava ceremony a couple of weeks in their wharenui and was inspired by the founder and community leader Ati Aaifou-Olive for his leadership and vision as well as the principal Robert Mangan. The programme was profiled on *Tagata Pasifika* earlier this month.

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**Launch of Rena education resources**

It was a pleasure to attend and speak at the blessing and launch of the Rena education resources at Hungahungatoroa Marae, Matapihi with Ngai Te Rangi. This was developed under the leadership of Ngareta Timutimu, her amazing team with support from the Mt Maunganui College science faculty. This amazing resource allows students to examine and study the sinking of the Rena in 2011 merging the world view of Matauranga Maori and western science, bringing hope after the disaster five years ago. Thank you to Mt Maunganui College principal Russell Gordon and his science faculty for supporting this taonga.

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

Ngā mihi
Ezra
Kia ora koutou katoa

As we head further into a very full final term, it’s an opportune time to reflect on what we have achieved this year and what is still left to be completed. I am delighted to say we are moving towards the first allocation of Professional Learning and Development (PLD) under our new system.

Many of you have applied for centrally-funded PLD recently.

The Allocation Panel meets on 15 November, and you will know the outcome of your application by 24 November.

Just a reminder you can apply for centrally-funded PLD at any time. The applications received before 3 March 2017 will know the results of their application by 24 March 2017. Keep in touch with your education advisor about your plans. The March round is an excellent opportunity to align your planning and reporting documents and your PLD needs.

The PLD Area Allocation Panel
The Area Allocation Panel is made up of individuals from the sector and community with a mix of skills, experience, and expertise. The panel recommends the proposals for approval based on national and local criteria, within the total number of face-to-face facilitator hours available in the region. The final approval sits with me, as Director of Education.

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<thead>
<tr>
<th>Taranaki, Whanganui, Manawatu PLD Panel</th>
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<tbody>
<tr>
<td>Jill Dean</td>
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<tr>
<td>Kathie Ellery</td>
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<tr>
<td>Martyn Knapton</td>
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<tr>
<td>Debi Marshall-Lobb</td>
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<td>Nicola Ngarewa</td>
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<td>Te Tiwha Puketapu</td>
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<td>David Reardon</td>
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<tr>
<td>Jan Westfield</td>
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<td>Royce Dewe</td>
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<tr>
<td>Linda Jefferies</td>
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<tr>
<td>Margaret Stewart</td>
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<td>Paul Veric</td>
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</table>

Communities of Learning | Kāhui Ako update
There are now 148 approved Communities of Learning | Kāhui Ako across New Zealand. These CoL include just over 1260 schools, over 410,000 students, around 98,000 Māori students, almost
40,000 Pasifika students and almost 1000 children in early learning services. Overall, 35 CoL have endorsed achievement challenges and 33 CoL lead principals have been appointed as well as over 70 across school teachers and almost 350 within school teachers.

Boards and principals across our region are continuing to meet to discuss and consider their involvement in CoL. Last week we invited Derek Wenmoth from CORE Education to facilitate a conversation with New Plymouth principals and boards about collaboration.

The next opportunity to have a CoL approved by the Minister is in early November. Please email jude.fawcett@education.govt.nz or cathie.newton@education.govt.nz if you need any further information.

Secondary / Tertiary Lead news
Inglewood High School has implemented a range of different strategies to improve student achievement. Francis Leslie-Ellis, Deputy Principal – Curriculum has shared some of their initiatives.

All year 11 students have one study period a week where they are either supervised, completing an assessment in another classroom, with a teacher doing revision or where a teacher is teaching the class. The Academic Achievement Dean also uses this time to meet with students to discuss NCEA credits and/or pathways for the following year.

In year 12, one third of students undertake a Gateway programme once a week, while the remaining students undertake two semester courses which are double periods finishing with sports during period five. Outdoor education, financial literacy, design, tourism and health science are offered while other students can also do a sixth option for the whole day (such as art). Some students are gaining NCEA credits by completing courses off site, including at Western Institute of Technology at Taranaki (WITT). Timetabled classes occur four days a week.

Year 13 students have all their study periods on one day which allows for flexibility in the way they manage their learning and time. They aren’t required to be on site though some students do attend and pick up an extra subject.

Next year the 3+2 model will allow students to attend WITT for two days and then on the other three days every student will get a personalised timetable that best fits their needs and abilities.

Lia Tuffield
In the Queen’s Birthday Honours, Amelia (Lia) Tuffield was awarded a Queen’s Service Medal (QSM) for her contribution to education. Lia is currently on the staff at Rutherford Junior High School. On 21 October, Lia was presented with her medal at Government House by the Governor General Dame Patsy Reddy, GNZM, QSO, DSTJ.
Taranaki Pride

We are taking great pride from the Lonely Planet announcement that Taranaki is the 2nd best region in the world to visit in 2017!

If you have any news you’d like to share about your school:

Email jann.marshall@education.govt.nz or phone 349 6352, mobile 021 229 7685.

Ngā mihi

Jann

Hawke’s Bay - Tairāwhiti | Roy Sye

Tēnā koutou

I hope you all enjoyed your long Labour Day weekend and for those fortunate enough to be in Hawke’s Bay, I hope you enjoyed your four day weekend! I even managed to get away for a much needed break with the family.

Labour Day recognises the eight-hour working day initiated by the labour union movement over a century ago. The ‘eight-hour day’ recognises that each day has eight hours for work, eight for rest and eight for recreation. I know many of you work much longer than eight hours a day to help our kids, so long weekends are a treasured commodity! This week I am heading up the East Coast to visit some schools and kura. It’s been many years since I have travelled up to Hicks Bay and I am very excited to get out and about and see this beautiful part of our country.

Regional Cross-Sector Forum – Hawke’s Bay, Tairāwhiti

On 14 October, we held our final Regional Cross-Sector Forum for 2016. The general theme for the day was “changing landscapes”, as we wanted to canvas the many changes happening in the sector. I spoke briefly on the Education (Update) Amendment Bill and we had Liz Cleary from our national office give an interactive presentation on what the new digital technologies/ hangarau matihiko curriculum means in practice.

We also had Lou Gibson from Child Matters speak about the practical implications of the Vulnerable Children’s Act (2014). Attendees found Lou’s session really useful, as it gave them practical steps for developing and implementing their child protection policies. Jerome Sheppard, Deputy Secretary Education Infrastructure Services also gave an update on what is happening in their space.
Many thanks to those who spoke and those who attended to make the day a success! Considering it was both me and my EAs first cross-sector forum, we think the day went really well. We received some positive feedback and are looking at getting Lou back to speak with the sector further about the Vulnerable Children’s Act (2014).

Hawke’s Bay, Tairāwhiti PLD regional update
We’ve had two more people confirm their appointments to our PLD panels. Ricardo Fox will be joining the HB/CHB panel and Steve Berezowski will be joining the Tairāwhiti panel. All our panel members have been involved in information sharing/training sessions and everyone is still keen to be involved in the evaluation, moderation and allocation process, which is awesome to see! It’s also been great to see the number of Communities of Learning | Kāhui Ako and schools working with their education advisors to complete their PLD applications.

Our HB panel will meet to evaluate current PLD applications on 11 November and our Tairāwhiti panel will meet to evaluate current PLD applications on 17 November.

In the interests of transparency, we are also in the process of inviting the leaders of principal and kindergarten associations in our region to join us for part of the day as observers of the new process. We welcome further suggestions from the sector to help us achieve the transparency you’ve asked of us. Email Viv with any suggestions and solutions you may have: vivienne.mulligan@education.govt.nz

Also, please note the deadline for your journal submissions for next year is 14 February for term 1 applications and the 9 May for term 2 applications. Remember you can now submit your PLD journal at any stage of the year! Please work with your education advisor to get them in.

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

Ngā mihi
Roy

Wellington | Suze Strowger
Hello everyone
I hope the term continues to go well for you. For secondary schools most of the seniors will have left and my sincere best wishes for your students as they undertake their NCEA externals. I would like to acknowledge the strong leadership shown by Neal Swindells at St Patrick’s College Kilbirnie during the school’s recent asbestos issues. Neal was a true professional as he led his staff and community forward through this challenging time.

Professional Learning and Development Area Allocation Panel
A big thank you to the principal’s associations and individuals for your support in forming our region’s Area Allocation Panel – in particular for working within the timeframes to register your
interest and commit to this work. I have great pleasure in announcing the following panel membership:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Context</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bryan Trevean</td>
<td>Acting Principal Silverstream School</td>
<td>Upper Hutt Primary School</td>
</tr>
<tr>
<td>Colin Tarr</td>
<td>Principal Titahi Bay North School</td>
<td>Porirua West Primary, English Medium/Māori Medium School</td>
</tr>
<tr>
<td>Ella Tavernor</td>
<td>Education Manager Ministry of Education</td>
<td>Chair</td>
</tr>
<tr>
<td>Grant Jones</td>
<td>Principal Newlands College</td>
<td>Wellington North Secondary School</td>
</tr>
<tr>
<td>Hohepa Campbell</td>
<td>Tumuaki (Principal) Te Kura Kaupapa Māori o Wairarapa</td>
<td>Wairarapa Kura Kaupapa Māori</td>
</tr>
<tr>
<td>John Murdoch</td>
<td>Principal Mana College</td>
<td>Porirua West Secondary School, CoL member</td>
</tr>
<tr>
<td>Kararaina Luke</td>
<td>Tumuaki (Principal) Te Ara Whanui Kura Kaupapa Māori o ngā Mokopuna o Te Awa Kairangi</td>
<td>Lower Hutt Kura Kaupapa Māori</td>
</tr>
<tr>
<td>Lynda Knight-de Blois</td>
<td>Principal Glenview School</td>
<td>Porirua East Primary School, CoL member</td>
</tr>
<tr>
<td>Mary Curran</td>
<td>Principal St Catherine’s College</td>
<td>Wellington East Secondary School, CoL member</td>
</tr>
<tr>
<td>Sophie Tukukino</td>
<td>Tumuaki (Principal) Te Kura Māori o Porirua</td>
<td>Porirua Kura ā Iwi</td>
</tr>
</tbody>
</table>

We’re always keen to receive additional interest in panel membership throughout 2017. If you’re interested in being considered, please complete the Registration of Interest (ROI) [Docx] and email to: PLD.Lowerhutt@education.govt.nz

Recent phone calls

Over the last week or so, we phoned you about whether you had seclusion rooms in your schools/kura. I am most grateful for the respectful way you answered this matter. Your assistance and understanding is most appreciated.

As always, feel free to call me on 027 229 4009 or email me anytime at: suze.strowger@education.govt.nz

Kind regards
Suze
Kia ora and greetings

**New leaders**
Welcome to Hilary Millard who started as principal at Fox Glacier school last term.

**PLD update**
We’ve received the first round of PLD proposals from a number of Communities of Learning | Kāhui Ako and schools across our region. Our local Area Allocation Panel will now meet to consider these proposals. Everyone who submitted proposals will receive feedback in November. If successful, you will then select an accredited facilitator with the skill set and knowledge to support your focus and priorities.

The next allocation of PLD will be made early next year with the panel considering proposals received between 28 October and 9 March. If you are considering submitting a proposal in the next round and would like further support please contact your education advisor. It would be expected that allocations made in March would enable schools or CoL to begin their PLD in term 2 of 2017.

Further detail is available on the [PLD website](#) or you can contact Helen Robinson at: [helen.robinson@education.govt.nz](mailto:helen.robinson@education.govt.nz)

**Area Allocation Panel**
I want to acknowledge and thank those who responded to the item in Bulletin 56 asking for nominations for the PLD Area Allocation Panel. We’ve formed a pool of panel members to ensure a wide range of skills and their names are listed below.

<table>
<thead>
<tr>
<th>Name</th>
<th>Organisation/role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick McEntyre</td>
<td>Chairperson</td>
</tr>
<tr>
<td>Helen Robinson</td>
<td>Ministry of Education</td>
</tr>
<tr>
<td>Graeme Sims</td>
<td>Ministry of Education</td>
</tr>
<tr>
<td>Michelle Lomax</td>
<td>Board chair, Buller High School</td>
</tr>
<tr>
<td>Tania Pringle</td>
<td>Seddon School</td>
</tr>
<tr>
<td>Gaylene Beattie</td>
<td>Springlands Primary School</td>
</tr>
<tr>
<td>Shane Campbell</td>
<td>Bohally Intermediate School</td>
</tr>
<tr>
<td>Selena Tonks</td>
<td>Grovetown School</td>
</tr>
<tr>
<td>Dave Parsons</td>
<td>Riverlands School</td>
</tr>
<tr>
<td>Michelle Spencer</td>
<td>Rapaura School</td>
</tr>
<tr>
<td>Maureen Truman</td>
<td>Karoro School</td>
</tr>
<tr>
<td>Pip Wells</td>
<td>Nelson Central School</td>
</tr>
</tbody>
</table>
Daniel Wilson  |  Nayland College

Wendy Logan  |  Early childhood representative, CEO Marlborough Kindergarten Association

Peter Verstappen  |  Wakefield School

Angela Sloane  |  Rai Valley Area School

John Prestidge  |  Motueka High School

Digital Technology Workshops
The Connected Learning Advisory is running free workshops for schools keen for support with planning to develop digital technologies. They are being held in locations across the country including Westport, Nelson and Golden Bay. View dates, venue details or register at: http://events.core-ed.org/cla

Feel free to call me on 03 539 1533 or email me at: erika.ross@education.govt.nz

Kind regards
Erika Ross

Canterbury | Coralanne Child

Kia ora

There is so much going on in the sector and it’s fantastic to be able to connect with you at events held throughout the region. Sector leaders from across education, business, local and national government, community and iwi recently met at the last regional forum for the year.

Our final forum looked at vulnerability and what it looks like in Canterbury for children, families and whānau. Education, Child, Youth and Family, Health and Police outlined their perspectives, and our sector colleagues presented on education and vulnerability. The discussions that followed the presentations were so beneficial, my thanks to all who contributed to this.

I acknowledge the work our schools are doing to ensure the delivery of education for our students is not affected during your redevelopments. I recently had the pleasure to attend a sod turning ceremony to mark the final stage of Te Waka Unua School’s redevelopment. The school’s redevelopment is being managed in two stages and while the construction is underway, the school continues to focus on the delivery of education of its students.
It was great to have the Minister of Education at the school to mark the occasion. It was a wonderful event and the tamariki were once again the highlight! Listening to the children speaking to the Minister about their school and their questions of her were just delightful.

We received really positive interest for the regional professional learning and development allocation panel. Further in this newsletter I have listed those on the panel and their roles.

**Changing Demographics**

**Primary and intermediate roll trends**

As part of the Educational Renewal programme following the Christchurch earthquakes, all schools in Christchurch undertook an extensive evaluation of their buildings. This was to help ensure the future proofing of education delivery across the city for the next 50 years and beyond. As part of that process, rebuild capacities had to be decided on to ensure all learners across the city had the opportunity to attend their local school.

To do this there needed to be a set of underlining guiding principles:

- Maintaining a sustainable network of schools across the city
- Ensuring that the current network of schools can continue to operate in an effective and efficient manner long term
- Local provision for local students
- Ensuring that each school provided sufficient space for all learners in their catchment
- Future proofing the network to allow for forecast growth across the city
- Allowing for some growth in the network whilst ensuring that there is not unnecessary over-capacity in any one area
- Maintaining approximately the same percentage of provision across each schooling type
• Maintaining the percentage of learners in each schooling delivery type across the network

With these principles in mind, and looking to work alongside the sector, much work has been undertaken to find an appropriate build capacity for schools entering the build programme. Over the coming months the Ministry will have the opportunity to work alongside many more schools to assist, where necessary, with education briefs and data analysis to ensure appropriate provision of education at each school.

We will continue to provide you with updates of information on roll trends. This link illustrates information on primary and intermediate rolls

Professional learning and development – Regional Allocation Panel

We received really positive interest, thank you to all those associations who nominated a colleague to be on the PLD regional allocation panels.

The following table outlines names and related roles for the Canterbury Area Allocation Panel.

<table>
<thead>
<tr>
<th>Role</th>
<th>Representation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson: Kose Seinafo</td>
<td>Ministry of Education</td>
</tr>
<tr>
<td>Members</td>
<td></td>
</tr>
<tr>
<td>Hilary Boyce</td>
<td>Primary</td>
</tr>
<tr>
<td>Carmel Brosnahan</td>
<td>Primary</td>
</tr>
<tr>
<td>Jane Maree Culhane</td>
<td>Primary</td>
</tr>
<tr>
<td>Mark Ellis</td>
<td>Primary</td>
</tr>
<tr>
<td>Gavin Kidd</td>
<td>Secondary</td>
</tr>
<tr>
<td>Melissa Lewis</td>
<td>ECE</td>
</tr>
<tr>
<td>Kathryn O’Connell-Sutherland</td>
<td>ECE</td>
</tr>
<tr>
<td>Louise Shannahan</td>
<td>Primary</td>
</tr>
<tr>
<td>Peter Simpson</td>
<td>Primary</td>
</tr>
<tr>
<td>Jude Soper</td>
<td>ECE</td>
</tr>
<tr>
<td>Neil Wilkinson</td>
<td>Secondary</td>
</tr>
<tr>
<td>Jocelyn Wright</td>
<td>ECE</td>
</tr>
<tr>
<td>Marie Lemalie</td>
<td>Pacifika Secondary</td>
</tr>
<tr>
<td>Tufulasi Taleni</td>
<td>Pacifika</td>
</tr>
<tr>
<td>Raewin Tipene-Clarke</td>
<td>Ngai Tahu</td>
</tr>
<tr>
<td>Sia Batcheler</td>
<td>Pacifika</td>
</tr>
<tr>
<td>Liz Brown</td>
<td>Ngai Tahu</td>
</tr>
<tr>
<td>Lynne-Harata Te Aika</td>
<td>Ngai Tahi</td>
</tr>
<tr>
<td>Ginnie Warren</td>
<td>Primary</td>
</tr>
<tr>
<td>Pene Abbie</td>
<td>Primary</td>
</tr>
<tr>
<td>Secretariat: Karyn Wilson</td>
<td>Ministry of Education</td>
</tr>
</tbody>
</table>

This link illustrates information on primary and intermediate rolls.
Remember this is your panel and these people represent you.

Have a great fortnight everyone and please free to call me or email anytime if you need support.

Mā te wā
Coralanne Child
Director of Education for Canterbury

Otago, Southland | Julie Anderson

Kia ora koutou and warm Pasifika greetings

The training day for our Regional PLD Allocation Panel was held on 13 October with our 10 principals attending from each of the regional principals associations. The group was positive about the changes and their role in determining the allocations. They are excellent people to talk to about the application process and the requirements of the PLD journal, along with your education advisor. The next PLD allocation round will be in early March 2017.

In the last few weeks I’ve meet with both the Otago and Southland Reference Groups, which includes the wider education sector, and had a “question and answer” session at the Otago Southland Secondary Principals Association Conference in Wanaka. Thank you for your willingness to engage at such forums, as it is always helpful to discuss issues and hear from the sector.

PLD Regional Allocation Panel training

At the training day, the PLD Allocation panel members discussed their roles and responsibilities, the tools to support the panels’ prioritisation process, regional priorities and the dates for future meetings in 2017. The importance of the inquiry process in determining appropriate school/kura or CoL needs for PLD were highlighted and an example of a PLD journal discussed (see my last message in Issue 59 of the Bulletin for the names of the panel members and the regional priorities).

Otago Southland Secondary Principals Association Conference

A number of issues were raised by the secondary principals for discussion at the OSSPA conference held in Wanaka before Labour weekend. These were:

• the role of the senior advisor
• special education support for behaviour issues in the secondary setting
• the direction of funding and property proposals
• how to move ahead with CoL formation in the city areas
• PLD proposals
the Ministry’s approach to the work with schools around the “at risk” students in the 1999 cohort.

It was a quick, “full-on” one hour session, so please contact me if you wish to discuss any of these issues in further detail.

Reference group meetings
I hold a reference group meeting three times a year in Otago and Southland to update the wider sector on the Ministry’s work programmes, and hear any broader issues or concerns. These groups include representatives from principals associations, NZEI, PPTA, REAP, Catholic Education, PLD providers, iwi and the Pasifika community. In our October meetings, we discussed CoL progress, leadership advisors for 2017, the new year 1-8 learning progressions in maths, writing and reading, and we also had a presentation from John Hogue our Secondary Tertiary Lead.

John spoke about the changing vocational space and the importance of opportunities for students to engage in career-related learning pathways linked with employers and tertiary providers.

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

03 471 5217 or email me at: julie.anderson@education.govt.nz

Ngā mihi mahana
Julie

Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>08-09 NOV 2016</td>
<td>7th International Conference on Learning, Education and Pedagogy, Singapore</td>
</tr>
<tr>
<td>07-10 JAN 2017</td>
<td>International Congress for School Effectiveness and Improvement, Canada</td>
</tr>
<tr>
<td>22-26 FEB 2017</td>
<td>Te Matatini National Kapa Haka Festival, Hastings</td>
</tr>
</tbody>
</table>
Asbestos Management Risk Assessment Checklist

What is the issue?

Building materials containing asbestos were in widespread use in New Zealand and overseas until the 1980s because of its fire-resistant properties. Given the age of the school portfolio, asbestos or asbestos containing materials (ACMs) might be present in many schools.

Where asbestos is left in place and in good condition, it does not pose a significant health and safety risk. However if it disturbed during refurbishment or demolition, there is a risk of asbestos fibres becoming airborne and creating a health risk.

The health and safety of staff and students are our top priority. Where building work is planned at a school, the presence of asbestos will be determined so that it can be removed safely. Following the checklist actions for all stages of the asbestos work will ensure that exposure of persons to airborne asbestos is eliminated, and if this is not reasonably practicable, will minimise the exposure.

Managing projects

The Health and Safety at Work (Asbestos) Regulations prescribe a number of duties for the management of asbestos. An underlying requirement (regulation 9) is that the person conducting a business or undertaking (PCBU) with management or control of the workplace must ensure that:

• exposure of a person to airborne asbestos is eliminated so far as is reasonably practicable, and
• if it is not reasonably practicable to eliminate exposure, to minimise that exposure.

The Health and Safety at Work Act 2015 requires PCBUs to either eliminate risks to health and safety or if it is not reasonably practicable to minimise the risks.

When managing projects where asbestos is present, or might be present, it is important that the risks be assessed as this will help determine the best control methods to ensure health and safety.

If you are managing or involved in a project you must ensure the following steps are followed:

<table>
<thead>
<tr>
<th>Actions</th>
<th>Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consult, inform and co-ordinate at all stages with the other PCBUs with shared duties on the project eg schools, contractors and project managers.</td>
<td>☐</td>
</tr>
<tr>
<td>Identify if asbestos is present:</td>
<td>☐</td>
</tr>
<tr>
<td>• Has a survey been conducted (visual or destructive testing)?</td>
<td>☐</td>
</tr>
<tr>
<td>• Do Ministry records indicate asbestos is present?</td>
<td>☐</td>
</tr>
<tr>
<td>• Does the schools hazard and risk register indicate asbestos is present?</td>
<td>☐</td>
</tr>
<tr>
<td>Ensure an Asbestos Management Plan is in place covering:</td>
<td>☐</td>
</tr>
<tr>
<td>• Identification and location of any ACM</td>
<td>☐</td>
</tr>
<tr>
<td>• Decisions and reasons for decisions about managing the risk from asbestos</td>
<td>☐</td>
</tr>
<tr>
<td>• Procedures for detailing incidents or emergencies involving asbestos</td>
<td>☐</td>
</tr>
<tr>
<td>• Detail about the workers who carry out work involving asbestos including information.</td>
<td>☐</td>
</tr>
<tr>
<td>4</td>
<td>Education Infrastructure Service (EIS) to assess project risk using the Management of Health and Safety Risk template</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>5</td>
<td>If no asbestos is found from the survey, proceed, but have arrangements in place in case asbestos is found or suspected as the work progresses.</td>
</tr>
<tr>
<td>6</td>
<td>If asbestos is found, prepare an Asbestos Removal Control Plan.</td>
</tr>
<tr>
<td>7</td>
<td>Notify WorkSafe NZ of the asbestos work at least 5 days before removal works are due to commence.</td>
</tr>
<tr>
<td>8</td>
<td>Provide the Asbestos Removal Plan to EIS H&amp;S Team for approval before starting work.</td>
</tr>
<tr>
<td>9</td>
<td>Boundary air monitoring is in place at all stages of the work.</td>
</tr>
</tbody>
</table>

Further information

EIS.HealthandSafety@education.govt.nz
www.education.govt.nz/school/property/state-schools/fixing-issues/asbestos/
Phone: 04 439 5454 or 04 439 6467