

		WHO TO CONSULT?	TERM 1	TERM 2	TERM 3	TERM 4
<b>NAG 1: CURRICULUM AND STUDENT ACHIEVEMENT</b>	Curriculum and Student Achievement Policy	Board / staff				
	Education Outside the Classroom	Board / staff / parents				
	Health Education/Curriculum consultation	Board / staff / parents		Consult		
	Home Learning	Board / staff / parents	REVIEW			
	Māori Educational Success	Board / staff / parents				REVIEW
	Learning Support	Board / staff / parents				
	Reading Recovery/Literacy Support					Assurance
	Recognition of Cultural Diversity	Board / staff / parents				
Religious Instruction/Religious Education	Board / staff / parents				REVIEW	
<b>NAG 2: DOCUMENTATION AND SELF-REVIEW</b>	Documentation and Self-Review Policy	Board				
	Reporting to Parents	Board / staff / parents		REVIEW		
	School Planning and Reporting		Submit			
<b>NAG 3: EMPLOYER RESPONSIBILITY</b>	Appointment Procedure	Board				Assurance
	Appraisal of the Principal				Assurance	
	Classroom Release Time/Timetable	Board / staff				
	Concerns and Complaints	Board / staff / parents			REVIEW	
	Equal Employment Opportunities (EEO)		Assurance			
	Employer Responsibility Policy	Board / staff				
	Performance Management	Board / staff				
	Police Vetting for Non-Teachers		Assurance			
	Protected Disclosure	Board / staff		REVIEW		
	Provisionally Certificated Teachers (PCTs)					Assurance
	Salary Units/Management Allowances	Board / staff				
Staff Leave	Board / staff					
Teacher Registration, Certification, and Police Vetting					Assurance	
<b>NAG 4: FINANCE AND PROPERTY MANAGEMENT</b>	10 Year Property Plan (10 YPP)		Assurance			
	Computer Security and Cybersafety			Assurance		
	Finance and Property Management Policy	Board	REVIEW	Assurance		
	SUE (Staff Usage and Expenditure) Reports			Assurance		Assurance
<b>NAG 5: HEALTH, SAFETY, AND WELFARE</b>	Abuse Recognition and Reporting			Assurance		
	Alcohol, Drugs, and Other Harmful Substances	Board / staff / parents				
	Behaviour Management	Board / staff / parents			REVIEW	
	Child Protection	Board / staff				
	Digital Technology and Cybersafety, Cyberbullying			Assurance		
	Emergency Planning and Procedures	Board / staff				
	Emergency Evacuation/Emergency Kit			Assurance		Assurance
	Harassment	Board / staff				REVIEW
	Health, Safety, and Welfare Policy	Board / staff				
	Monitoring and Auditing School Bus			Assurance		Assurance
	Physical Restraint				Assurance	
	Reporting and Recording Accidents, Medicines, Managing Minor/Moderate Injury, Illness		Assurance			
	Risk Management		Assurance	Assurance	Assurance	Assurance
	Safety Management System				Assurance	
	Separated Parents, Day-to-Day Care, & Guardianship	Board / staff				
Sun Protection	Board / staff / parents					
Surrender & Retention of Property and Searches				Assurance		
Swimming Pool	Board / staff / parents			Assurance		
Visitors	Board / staff		REVIEW			
<b>NAG 6: LEGISLATION AND ADMINISTRATION</b>	International Students				Assurance	Attestation
	Legislation and Administration Policy	Board / staff				
	Length of School Year					Assurance
	Privacy	Board / staff				
Student Attendance			Assurance			

**REVIEW** Review the policy / procedure and share with relevant stakeholders so they can also provide feedback.

**Assurance** Assure the board that proper steps/actions have been taken regarding the policy/procedure, and that they are up to date.

**Consult** Consult with the school community and adopt a statement about the consultation process/results.

**Submit** Update your charter & forward to the Ministry. Prepare your annual report for auditors.

**Attestation** Submit Code of Practice self-review attestation to NZQA by the due date.

No actions required this year. Check the 3-year schedule.