



**HAUTAPU**  
**S C H O O L**

**Annual Report**

**2023**

## Statement of variance: progress against targets

[W Internal Evaluation of Charter and Strategic Aims 2023.docx](#)

## Evaluation and analysis of the school's students' progress and achievement

[Annual Report Mathematics Data 2023](#)

[Annual Report Reading Data 2023](#)

[Annual Report Writing Data 2023](#)

## How we have given effect to Te Tiriti o Waitangi

Refer to Strategic Aims - internal evaluation

## Statement of compliance with employment policy

### Employer Responsibility Policy

Hautapu School board acts as a good employer and takes all reasonable steps to build working relationships based on trust, confidence, and good faith. The board treats employees fairly and properly in all aspects of their employment as required by the Public Service Act 2020, and complies with legislation on employment and personnel matters. The board complies with the conditions contained in employment contracts for teaching and non-teaching staff.

The board ensures strong leadership by recognising the principal as the school's educational leader, the chief executive, and an employee of the board. The board:

- appoints the principal, through the **appointment committee**
- **appraises the principal**
- works transparently and positively with the principal
- ensures delegations to the principal are robust and regularly reviewed.

The board meets reporting and administrative requirements by:

- referring to the school's **Equal Employment Opportunities** policy in its annual report on the extent of its compliance as a good employer
- ensuring that systems are in place for keeping **employee files** safe and secure.

### Support for school employees

The board:

- takes all steps, so far as is reasonably practicable, to meet its **primary duty of care** obligations to ensure good and safe working conditions for employees and responds to all reasonable concerns and requests made by employees
- considers staff **health and wellbeing (hauora)** and work-life balance, and will consider applications for **flexible working arrangements**
- ensures that all employees maintain proper standards of **integrity and conduct**, and a concern for the **safety and wellbeing of students, colleagues**, and public interest
- promotes high levels of staff performance through:
  - **performance management** and **professional development** (including budgeting for training and development programmes intended to enhance the abilities of individual employees)
  - acknowledgement of staff achievements
  - **salary units** and **classroom release time**.
- deals effectively and fairly with any concerns through the **concerns and complaints** and **protected disclosure** procedures.

### Recruitment and appointments

The board may delegate the recruitment and appointment process to the principal and senior management, and may be represented in appointment committees. For the specific make up of appointment committees according to positions, see **Appointment Committee**. The board and delegate(s) endeavour to appoint appropriately trained and qualified staff to all teaching and non-teaching positions, and to find the best person for the position.

## Financial statements

■ Hautapu Annual Report with Signed & Stamped FY23 (Printed Version)[21].pdf

## Report on other special and contestable funding

Hautapu School has not been the recipient of additional government funding for specific purposes.

## Kiwisport funding

Kiwisport is a Government funded initiative to support students' participation in organised sport. In 2023, Hautapu School received total Kiwisport funding of \$2798.16 (excluding GST). The funding was spent on sports equipment for the school and other sporting opportunities for the students