

DOCUMENTATION AND SELF REVIEW

Date Adopted	March 2001
Policy Type	Nag 2
Last Review	June 2009
Next Review	July 2012

RATIONALE:

Self- Review is the process through which the Board of Trustees identifies, assesses and evaluates the effectiveness of the school in:

providing a high quality education for its students;
meeting its agreed Charter goals; and
fulfilling its community obligations and adopted values

Arthur Miller School will maintain ongoing self review of the school's policies, plans and programmes which give effect to the National Education Guidelines.

PURPOSE:

- To implement processes of self-review that identify strategies for improvement and thereby ensure that *high* quality learning and teaching and effective management and administration take place at Arthur Miller School.

GUIDELINES:

1. A 3 year Self-Review timetable, closely linked to the school's Strategic Plan, will be devised to ensure that aspects of all National Administration Guidelines are reviewed during a Board's period in office.
2. A significant focus for self-review should be on those programmes plans and policies which relate to curriculum, assessment and staff professional development.
3. The Self-Review timetable will be amended as necessary throughout the 3 year period.
4. Aspects of National Administration Guideline 1 will be reviewed and reported on an annual basis.
5. The Self-Review programme must include evaluation of information on student achievement.
6. Reports on the outcomes of the Self-Review programme will be made available by the Principal and/or BOT Sub-Committees to the wider Board and to the school community as appropriate.

CONCLUSION:

Ongoing review of the implementation of the National Education Guidelines will encourage a culture of self-improvement in all aspects of school operations.