

## St Martin's Pre-Primary School 2017/2018



VISION	VALUES	CRITICAL SUCCESS FACTORS	STRATEGIC OBJECTIVES/GOALS	ACTION PLAN/MEASURES
We strive to offer a dynamic, relevant and Christian education which prepares young children for life-long learning.	<p><b>Christian Ethos</b> <i>We model, promote and prayerfully follow the loving way of our Lord Jesus Christ.</i></p> <p><b>Contemporary Educational Excellence</b> <i>We have a highly qualified and experienced staff who offers up-to-date, relevant education.</i></p> <p><b>Active, Fun-Filled Learner Experience</b> <i>We offer active, fun-filled, age-appropriate learning experiences to enhance the potential of every child.</i></p> <p><b>Context of Mutual Respect</b> <i>We value and promote mutual respect in relationships between pupils, teachers, parents, Church and the community.</i></p> <p><b>Inter-Active, Loving Environment</b> <i>The child and the entire family and staff are nurtured through mutual concern, love and care.</i></p>	<p><b>Marketing</b> We strive to position St Martin's Pre-Primary as the market leader in the Durban North area by promoting an awareness of and esteem for our values-based educational programme</p>	Focus on internal marketing especially iro Grade R	1. Have bespoke Information Evening for Grade 000 parents on moving to formal school environments for Grade R (Term 4. Barbie & Teachers)
		<p><b>Educational Programme</b> We continually develop a dynamic, relevant, multi-faceted and holistic educational programme which is informed by CAPS.</p>	Increase parental involvement in education programme	2. Publish Parent Power on the St Martin's approach to the CAPS Programme ( <i>Term 2 Barbie</i> )
		<p><b>Governance</b> We seek to ensure transparency, accountability and responsibility in governance through the involvement and representation of all stake-holders, i.e. Church, parents and staff</p>	Continue to enhance sound governance through the maintenance of school policies and procedures	1. Update Teachers' Information Files ( <i>End Term 2. Teachers</i> ) 2. Develop Construction Workers' Policy <i>End Term 2. Teachers &amp; Tim Davis</i> 3. Complete Class Mums' Orientation Policy. ( <i>Year-end 2017. Julie Anderson</i> )
		<p><b>Communication</b> We consistently enhance effective communication which stimulates, educates and informs</p>	Communication of children's progress	1. Formalise recording/minuting of Parent Interviews and have parents sign document as a true record. Furnish with copy. ( <i>Staff</i> )
		<p><b>Finance &amp; Administration</b> We implement and adhere to sound financial policies and monitor performance regularly whilst being pro-active in management and administration</p>	Institute pro-active financial/admin procedures to promote efficiency	1. Update the Admin Procedure File ( <i>Year-end 2017. Dee &amp; Karen</i> )
		<p><b>Human Resources</b> We attract, retain and develop our human resources in an environment which values and appreciates the talents and gifts of the staff</p>	Perform staffing needs analysis	1. Align staff personal goals with school goals ie staff to develop Induction Policy & Programme. ( <i>End Term 2. Teachers</i> ) 2. Organise off-site team building exercise for multi-cultural team building including all staff. ( <i>End Term 2. Teachers</i> )
		<p><b>Facilities</b> We maintain and enhance the physical, educational and administrative facilities to promote optimum learning and effective functioning.</p>	Monitor and maintain existing facilities	1. Equipping Light Room ( <i>Year-end 2017. Barbie &amp; Ros</i> ) 2. Develop Maintenance Policy ( <i>Year-end 2016. Tim</i> )