



## Te Whānau o Ōtūmatua Board of Trustees

### Kura Community Engagement Policy

#### Purpose

This policy ensures the kura engages meaningfully and consistently with its kura community to support effective kura operations, strengthen relationships, and improve student outcomes. Engagement includes understanding the identities, needs, aspirations, and barriers experienced by our community, and ensuring their voices inform key decisions.

#### Policy

Te Whānau o Ōtūmatua is committed to building strong, respectful, and culturally responsive relationships with its kura community. The board consults with the community on matters required by legislation and on key decisions that may affect the kura, kaiako, ākonga, and their whānau.

Engagement practices uphold the Education and Training Act 2020 and other relevant legislation and regulations.

When engaging with the kura community, the board and tumuaki ensure alignment with relevant kura policies and procedures. All engagement activities comply with the kura privacy and records management requirements.

(→ See *Privacy, Copyright and Official Information Policy*, and *Privacy and Record Retention Procedure*)

#### Guidelines

##### 1. Principles of Community Engagement

The kura engagement with its community is guided by the following principles:

- **Child-focused:** The tamariki are central to decision making and feedback.
- **Inclusiveness:** Engagement reflects the diversity of the kura community.
- **Cultural responsiveness:** Engagement honours Māori as tangata whenua and builds strong relationships with the Māori community associated with the kura.
- **Transparency:** The board communicates clearly about decisions, processes, and opportunities for input.
- **Accessibility:** Engagement opportunities are designed to reduce barriers to participation.
- **Responsiveness:** Feedback is considered and used to inform planning, decision-making, and evaluation.
- **Meaningful partnerships:** When communicating decisions, the board explains how community feedback informed the outcome, or, where it did not, the other evidence and considerations that guided the decision.

## 2. Legislative Requirements for Consultation

The board is legally required to consult with the kura community in specific circumstances. When consultation is required, the board plans the process and communicates this clearly to the community.

In accordance with the Education and Training Act 2020, the Board consults with the kura community:

- when preparing the strategic plan (s 139)
- when developing additional criteria for the appointment of tumuaki (s 618)
- at least every two years before adopting a statement on the delivery of the health curriculum (s 91)
- before developing or reviewing a bylaw (s 126)

## 3. Engagement Processes

When engaging with the kura community, the board and tumuaki:

- identify the purpose and scope of engagement
- consider who may be affected and how best to reach them
- use appropriate and culturally responsive engagement methods
- provide clear information and reasonable timeframes
- consider all feedback received
- communicate outcomes and next steps

## Review Schedule

This policy will be reviewed according to the **Board's Review Schedule** or earlier if required due to legislative change or identified need.

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