

RECEIVED

AUCKLAND GRAMMAR SCHOOL

CHARTER

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AUCKLAND GRAMMAR SCHOOL

Auckland Grammar School is a State Secondary School, providing an education for boys only from Form Three to Form Seven.

The School is a large, central city school situated on the northern slopes of Mt Eden. It was endowed in 1850 by Sir George Grey for the education of all New Zealanders and opened in 1869. The School caters for a wide range of socio-economic and ethnic groups and students with a diverse range of needs.

Auckland Grammar offers an academic programme with emphasis on national and international syllabi. All pupils are placed in classes targeted to their potential. The School caters for the special needs of the very able by offering accelerated classes and courses. The special needs of less able students are catered for by small class sizes, the careful selection of teachers and the provision of learning assistance programmes. Special provision is made for the disabled in accordance with the needs presented by the particular handicap a student may bear.

The large staff of the School is hard-working and fully involved in all aspects of School life. The School is served by a number of people who assist with health, special needs, cultural and sporting education.

The traditions of the School are maintained by extensive patronage from the community.

The School site has a number of buildings of varied style, carefully designed to complement the grounds. The main building, of Spanish Mission style architecture, is classified A under the Historic Places Act. It contains an imposing Hall, administration areas, staff room and classrooms. Its War Memorial is symbolic of the School's service and sacrifice to the community and country. There are separate English, Specialist, Science and Technology Buildings, two Gymnasias, a Library, Theatre and Conference Room complex, a Music Suite, three Pavilions, a Caretaker's Cottage, School Hostel and re-locatable classrooms.

The grounds, totalling 15.2 hectares in area, consist of sealed areas around the buildings and three separate grassed playing fields. There are six tennis courts, four with all-weather surfaces, an all-weather sports field equipped with flood-lighting, and a swimming pool.

The School is constrained by the size of its grounds, its enrolment policy and the number of classrooms available.

Tibbs House, situated on an adjoining property in Clive Road, is a boarding establishment catering for approximately one hundred and twenty five students forming an indispensable element in the School's constitution.

An Outdoor Education Centre, consisting of fully equipped buildings and grounds, is situated at Ohakune.

The School would function most efficiently with a maximum roll of 1,750 boys.

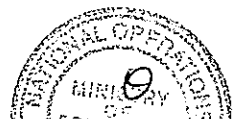
THE SCHOOL COMMUNITY

The Community of Auckland Grammar School comprises its students for the time being and their guardians and teachers, along with all who, from time to time, seek to identify with, support and further the philosophy of education espoused by the School.

The School Community cannot be defined in geographical terms. It is characterised not only by those boys and their guardians who live in the local community, but also by others deriving from the wider New Zealand region and overseas. It also includes as vital components Staff, Friends and Old Boys of the School who are widely distributed throughout the community and the world.

The Charter acknowledges the interest and concern of all members of the School Community. In drafting the text the compilers have been particularly mindful of the need to ensure that all groups were fully and adequately consulted. Draft copies of the text were accordingly held at the Offices of the School for the scrutiny of interested parties, and notice to this effect was issued to Old Boys, Guardians, Staff and Students, and to the public at large. Many submissions were subsequently received.

The pertinent substance of these is retained in the present document.



EDUCATIONAL PHILOSOPHY

Auckland Grammar School will continue to provide secondary education from Form Three to Form Seven for boys only, recognising the preference and indeed imperative for single-sex education required by the School Community.

Auckland Grammar School provides boys with a rigorous academic education. Each boy is expected to pursue excellence in acquiring the knowledge and skills and the sense of values which the School has always provided. The School will hold fast to these, its core traditions, through which it has achieved a pre-eminence in secondary education and which remain the key factors in fulfilling the aspirations of its community.

The School will insist on all-round excellence in academic, sporting and cultural pursuits, encouraging each boy to recognise and develop his individual potential to the full and to gain pride and satisfaction through setting demanding personal goals and striving to attain them. Opportunities will also be given to all boys for participation in group and team endeavours to develop skills in co-operation. Healthy competition will be promoted in all activities.

The School will encourage the development of the whole person to produce young men ready, willing and able to assume useful roles in society and to be responsible citizens, some of whom will be international, national and local leaders and all of whom will be sensitive to the needs of others.

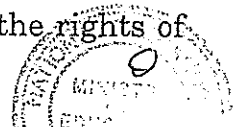
The success of the School will continue to depend on the calibre and dedication of its Headmaster and its teachers, on the support of its community, the response of its boys and the strength of its trustees.

To this end the School must be aware of the challenges of a changing society, encouraging a respect for tradition and a healthy attitude to change, not for its own sake, but based on careful and sensible evaluation.



GENERAL OBJECTIVES

- a To enable students to achieve a standard of literacy and numeracy comparable to the best international standards.
- b To provide a curriculum which in all disciplines will consist of content that is both substantial and rigorous.
- c To encourage students to reach their maximum potential by competition with their peers and for this purpose to use academic streaming, form by form.
- d To inspire in students a love of learning and respect for knowledge in a wide variety of disciplines.
- e To enable students to master skills required to acquire and apply knowledge.
- f To teach students the value of hard work and the importance of healthy competition.
- g To require students in Forms Three and Four to study a major core of subjects consisting of English, Mathematics, Social Studies, Science, Languages and a minor core of Physical Education, Music, Art and Technology. No major core subject will consist of a course of less than one year's duration.
- h To measure student performance by competitive internal examinations each term and external examinations at senior levels.
- i To encourage participation and interest in cultural activities and pursuits which lead to physical fitness and good health.
- j To provide school rules requiring a high standard of conduct from students in the interests of creating and maintaining a well-disciplined learning environment for all.
- k To develop in students self discipline, resourcefulness, adaptability, creativity, honesty, courtesy, self-reliance, healthy self-esteem, pride in personal appearance, public spirit and other personal qualities, and to aim to use these virtues for the good of the School and of society at large.
- l To promote attitudes and behaviour reflecting a core of values supported by the School Community, including
 - the encouragement and reward of effort and achievement
 - the pursuit of excellence in all personal and group endeavours
 - the importance of fulfilling commitments
 - the acceptance of lawful and just authority
 - respect for and participation in the democratic process
 - the balancing of self-interest with concern and tolerance for others, their cultures and beliefs.
- m To develop in students sensitivity towards and acceptance of the rights of others in our culturally diverse society.



- n To appoint staff of the highest calibre, who are dedicated to excellence in classroom teaching, to continual enhancement of their subject expertise and to full participation in co-curricular activities.
- o To provide hostel accommodation for selected students from a wide variety of backgrounds outside the Auckland metropolitan area, giving these students the opportunity to study at Auckland Grammar School.
- p To promote these objectives for mutual benefit through contact and association with organisations in the community such as the University, Old Boys and Friends of the School.



SPECIFIC OBJECTIVES

1 The Curriculum

The School is committed to nationally and internationally recognised curricula and a traditional, academically demanding programme.

Local courses offer support for and complement the academic programme. They are designed to meet specific remedial, social or cultural needs and will, from time to time, be prescribed by the Board of Trustees.

To maximise student learning, the Board of Trustees will:

- a At all times accept, as a minimum standard, the obligation to meet Zealand curriculum objectives prescribed by the Minister of Education and the requirements of all syllabi prescribed under the Education Act or relevant regulations.
- b Authorise which optional subjects are to be offered in the school.
- c At all times accept the obligation to assist students in the process of attaining responsible adulthood in the international community.
- d Specify local curriculum goals and objectives that take into account the needs and interests of students, the special skills and qualifications of staff and the aspirations and resources of the School Community.
- e Ensure that the curriculum is implemented through the learning and teaching programmes developed by staff.

2 Relations with the School Community

To encourage and promote relations with the School Community, the Board of Trustees will:

- a See that regular reports are received by the School Community on all matters affecting its students and the well-being of the School.
- b Encourage consultation at appropriate times with appropriate sections of the School Community on matters affecting its students and the well-being of the School.

3 Equity

To ensure that the School's policies and practices seek to achieve equitable opportunities for students in the full range of School activities, the Board of Trustees will:

- a Ensure all learning and teaching programmes are non-discriminatory and are monitored to ensure the removal of any barriers to achievement.
- b Encourage full participation by students in the range of activities at the School.

- c Aim to eliminate any form of harassment of, or discrimination against students and to provide procedures to handle complaints in this regard.

4 Personnel

Staffing

To enhance the learning and development of students by staffing the School with teachers and ancillary staff to meet the objectives of the School, the Board of Trustees will:

- a Appoint sufficient teachers to maintain, at all times, teacher-student ratios within limits or requirements specified by the Ministry of Education.
- b Appoint teaching and non-teaching staff to meet the New Zealand and local curriculum objectives and syllabi and the special needs of individual students.
- c Appoint teaching staff who accept the requirement to be involved in the total life of the School.
- d Appoint teachers of sufficient academic and all-round standards to meet the General Objectives of the School, and measure this by regularly reviewing teacher performance.
- e Appoint sufficient high calibre ancillary staff to ensure the achievement of the School's General Objectives.

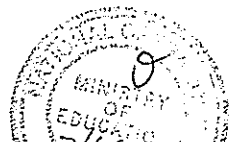
To be a good employer, abide by industrial awards, agreements and contracts and ensure the maintenance of harmonious industrial relations, the Board of Trustees will:

- f Comply with the principles outlined in the State Sector Act 1988 and other relevant legislation.
- g Comply with all current industrial awards, agreements and contracts which apply to the teaching and non-teaching staff of the School.

Personnel Development

To approve and support a staff development programme to enhance the educational opportunities of students and improve the capabilities of staff, the Board of Trustees will:

- h Adopt, on the advice of the Headmaster, a staff development and appraisal programme.
- i Every year allocate funds for the staff development programme.
- j Ensure there is a clear procedure for the development and appraisal of all staff.
- k Review the staff development programme regularly.



Employment Opportunity

While the Board of Trustees will appoint the best person to the position, it will also endeavour to provide fair access, consideration and encouragement in areas of recruitment, selection, promotion, conditions of employment and career development.

5 Finance

The Board of Trustees will:

- a Prepare an annual budget which reflects Charter objectives and priorities.
- b Ensure annual accounts are prepared in line with Audit Office requirements and are made available to the Auditor.
- c Monitor expenditure regularly so that expenditure beyond the budget does not occur without the prior approval of the Board.

6 Property

To maintain School buildings and facilities in order to offer students a good learning environment, the Board of Trustees will:

- a Ensure that the School is kept in a clean, tidy, safe and hygienic condition.
- b Comply with local body and other safety and health regulations in regard to the School's equipment, buildings and grounds.
- c Encourage safe practices and reduce hazards.
- d Comply with the conditions of the property occupancy agreement.
- e Carry out a programme for general maintenance which will include painting the School buildings; cleaning and caretaking; maintenance of the grounds; plumbing, carpentry and electrical repairs; and the supply, maintenance and replacement of equipment, furniture and stores.
- f Maintain the hostel in a clean, tidy, safe and hygienic condition as a homely environment.
- g Maintain the Outdoor Education Centre in a clean, tidy, safe and hygienic condition.

SCHOOL PROCEDURES

Enrolment

The Board of Trustees will comply with the provisions of the Education Act 1989 and its amendments relating to enrolment at the School.

Attendance

It is the responsibility of the Board of Trustees to ensure that students attend the School regularly and punctually.

The Board of Trustees will supply the Ministry of Education with information as required on student transfers, students withdrawn from the roll and student numbers.

Reporting on Student Progress

The Board of Trustees will ensure that the Headmaster and Staff report to and consult with parents or guardians regularly on the progress of their sons or charges. This will be by means of a written academic report at the end of each term, and by any other means determined by the Board of Trustees and the School.

All students have the right to receive a written testimonial, signed by the Headmaster, on leaving the School.

School Uniform

There will be a school uniform that is common to all students.

School Rules

Guardians and students will be given copies of the School Rules each year and students will be expected to adhere to these rules.

Firm discipline will be maintained in all areas of school life.

Prefects

A group of School Prefects, led by a Head Prefect, will be appointed to provide necessary student leadership.

Senior Curriculum

Senior students must study a minimum of five academic subjects. The curriculum for Forms Five to Seven must be authorised by the Headmaster and senior teaching staff of the School.



Examinations

Each term there will be formal examinations for all Junior Forms in all major core subjects, and for Senior Forms in all subjects.

All senior students will sit external examinations each year.

Streaming

Students will be classified in academic streams according to ability and can be reclassified on the basis of academic results.

Promotion to Sixth and Seventh Forms will be based principally upon the results of external assessment and the student's ability to cope with the School's appropriate academic courses.

Timetable

There will be a seven-period day, five days per week.

School Assembly

Each school day will begin with an assembly of the whole School, commenced by the reading of the School Prayer.

Prizegiving

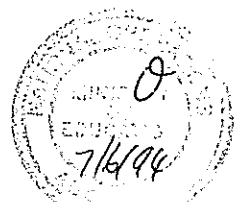
The end of the school year will be celebrated by a formal prizegiving ceremony attended by the whole School. Academic prizes will be awarded to all Forms. Special academic, cultural and sporting merit will also be recognised.

Publications

A School List will be published to record academic, cultural and sporting participation and results.

The School *Chronicle* will be published at the end of each year.

Both publications will be presented to each boy after the annual prizegiving.



Board of Trustees

1 Function

The Board of Trustees will govern the School.

2 Constitution

All elements of the School Community shall be represented in its Board of Trustees.

Experience in governing Auckland Grammar School has proved that a balance of elected and appointed Trustees provides the School with a Board that is most effective and best positioned and qualified to carry out the duties required of it.

The Board of Trustees of the School shall accordingly consist of:

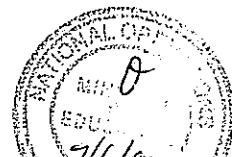
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| Six members | Elected by Parents or Guardians of Students for the time being attending the School. |
| Two members | Appointed by the Auckland Grammar School Old Boys' Association. |
| One member | Appointed by the Headmaster's Council on behalf of the Friends of the School. |
| One member | Appointed by the University of Auckland. |
| The Headmaster | |
| One member | Elected by the Staff. |
| Up to one member | Co-opted by the Board. |

No member of the staff, apart from the Headmaster and the member elected by the Staff may be a member of the Board of Trustees.

3 Codes of Conduct

Trustees will:

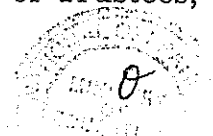
- a Ensure that the needs of Students and their learning are given full consideration when planning, developing and implementing learning and teaching programmes.
- b Ensure that all Students are provided with an education which respects their dignity, rights and individuality and which challenges them to achieve personal standards of excellence and to reach their full potential.



- c Serve the School and its Community to the best of their ability and be honest, reliable and trustworthy in all matters relevant to their roles and responsibilities.
- d Respect the integrity of the Headmaster, Staff, Guardians and Students.
- e Be loyal to the School and its Charter.
- f Ensure that the policies of the Board respect the ethnic diversity of the student body and of New Zealand society in general.
- g Maintain the confidentiality and trust vested in them.
- h Ensure strict confidentiality of papers and information relating to the position of the Board as employer.
- i Act as good employers.
- j Ensure that individual Trustees do not act independently of the decisions of the Board.
- k Ensure that any disagreements with the stance of the Board on matters relating to the employer position are resolved within the Board.
- l Ensure that a comprehensive set of rules is prepared, promulgated to Students and their Guardians, and enforced to maintain a high standard of discipline at the School.
- m Accept the Headmaster as the professional leader of the School, responsible to the Board of Trustees.

The Headmaster will:

- a Ensure that the needs of Students and their learning are given full consideration when planning, developing and implementing teaching programmes.
- b Demonstrate a commitment to the belief that each Student is entitled to an education which challenges him to achieve personal standards of excellence and to reach his full potential.
- c Abide by any statutory obligations.
- d Be loyal to the Charter so that his activities reflect its spirit and objectives.
- e Demonstrate a commitment to the belief that each Student is of equal value and is entitled to an education which respects his dignity, rights, and individuality.
- f Respect the integrity of Staff, members of the Board of Trustees, Guardians and Students.



- g Demonstrate a commitment to the continuing personal and professional growth and development of Staff.
- h Work co-operatively with the School Staff, but have the final responsibility for making decisions within the ambit of his authority.
- i Freely divulge all information on a Student to any person with legal rights to the information and who requests it.
- j Respect confidentiality by keeping information on Students from people who have no right of access.
- k Not vote in Board of Trustees decisions relating to his employment.
- l Have an understanding and commitment to the elimination of discrimination both with respect to equal educational opportunities and equal employment opportunities.
- m Require compliance by Students with the School Rules so as to maintain a high standard of discipline at the School.
- n Provide full reports to the Board of Trustees on all matters relating to the School that the Board of Trustees may reasonably require.

4 Meetings

School Trustees are obliged to abide by the Local Government Official Information and Meetings Act 1987 which provides that:

- a Meetings of Boards of Trustees are open to the public, with copies of the agenda to be made available. Times and places of Board and Committee meetings should be published with reasonable notice, in terms of Section 46 (5) of the Local Government Official Information and Meetings Act 1987.
- b A resolution or motion may be passed to exclude the public from the whole or part of the proceedings of any meeting, in terms of Section 48 of the Local Government Official Information and Meetings Act 1987.
- c Bona fide reporters for any newspaper or news service are deemed to be members of the public and are entitled to attend any meeting or any part of a meeting for the purpose of reporting the proceedings for any newspaper or news service. They must withdraw with other members of the public when the Board of Trustees goes into committee.
- d Minutes of meetings are to be available at the School's Office and the Office of the Board Secretary for public scrutiny.
- e Any member of the public may inspect the minutes of any meeting, or part of any meeting of the Board of Trustees (not being a meeting or part of a meeting from which the public were excluded) and may take notes from these minutes.

- f Any member of the public so inspecting any such minutes who requests a copy of any part and tenders the prescribed amount (if any) shall be given such a copy.
- g The Secretary of the Board of Trustees should take such precautions as may be necessary to ensure that no person inspecting any such minutes shall inspect or see the minutes of the part of the meeting from which the public was excluded.



AMENDMENT OF THE CHARTER

The Board of Trustees will consider all formal written requests to amend the Charter. It will then decide either to begin the amendment process or to decline to proceed. In either case the Board will notify the School Community of its decision.

In the event of the Board deciding to amend the Charter, the following procedure will apply.

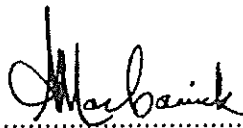
- a Consultation with the School Community on the proposed amendment.
- b Alteration of the proposed amendment as considered necessary.
- c Disclosure to the School Community of any alterations to the proposed amendment.
- d Submission of the proposal to the Ministry for consideration and approval.



CHARTER UNDERTAKING

- a This Charter is an undertaking by the Board of Trustees of Auckland Grammar School to the Minister of Education and complies with all existing legislation and gazetted guidelines governing the formulation of School Charters.
- b The Board of Trustees will take all reasonable steps to ensure that the School meets the objectives of the Charter within the resources and time available to it, in accordance with Section 64 of the Education Act 1989.
- c The Government's commitment to education is to provide funding for salaries and the operation of schools out of money appropriated by Parliament, in accordance with Section 79 of the Education Act 1989.
- d The operation of the School and its progress in meeting its Charter objectives will be reviewed regularly by the Education Review Office.
- e The Charter contains: a description of the School and its Community together with the guiding principles, legal obligations, mission statement, objectives, procedures and codes of conduct of the School.
- f The partnership between the School and its Community will play a vital part in achieving the objectives of the Charter.
- g The Charter will remain in force until such time as it is amended in accordance with the Education Act 1989, or is withdrawn by the Minister of Education.
- h The Board of Trustees agrees to administer the School so as to ensure that the School's operations take into account all national education guidelines and reflect both the content and the spirit of this Charter.
- i The Board of Trustees of this School accepts the obligation to adhere to all relevant Acts of Parliament, national guidelines for education, industrial awards, agreements and contracts, and regulations as they relate to the School.

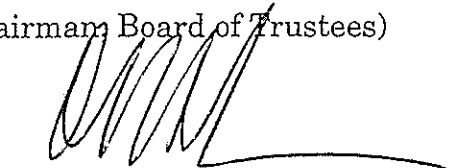
Signed:



(Chairman, Board of Trustees)

Date: 14th April, 1994

Signed:



(Minister of Education)

Date:

7/6/94