



NEW PLYMOUTH BOYS' HIGH SCHOOL

TE KURA TAMATĀNE O NGĀMOTU

Title	SUPPORT TEAM
Reference Number	C305
Section	Staff
Written By	Professional Development Committee
Checked By	NPBHS Board of Trustees Policy Committee
Approved By	NPBHS Board of Trustees
Issue Date	28 September, 2000
Review Date	November, 2016
Associated Policies	Staff Professional Training & Development/Staff Appraisal & Review
Associated Procedures	Staff Support Teacher Job Description

RATIONALE :

The support team's role is primarily to support teachers in undertaking their duties. This management team provides the structural support and allows for collective decision making necessary to prioritise and allocate resources.

PURPOSE :

1. To accept referrals directly or via the support teachers, group teacher, deans, HOD's and Guidance Counsellor.
2. Use a problem solving method to identify and define problems, assess needs, select priorities and develop, implement and evaluate action plans.
3. The support team can discuss and recommend changes to the systems within the school so that it can best meet the needs of its teachers and in turn the students they teach.

GUIDELINES :

1. Clarifying and publicising the role of the support team within the school.
2. Prioritise work of the Support Teacher and other members of the team.



3. Accept referrals.
4. Brain-storming and problem-solving.
5. Determine the type of input/assistance required.
6. Referring to other services when appropriate.
7. Have regular meetings.
8. Support Team has input into staff development within the school (eg – project development, systems development and change) through its staff involvement in the Professional Development Committee.
9. Consultation with Principal, HODs, deans, staff, parents and students.
10. Evaluating the effectiveness of interventions.
11. Collective responsibility for decisions.
12. Group to determine own development needs.

CONCLUSION

While enhancing student learning outcomes is the key goal the support team is clearly in place to support the support teacher in performing their duties effectively.

