

Te Kura o Rudolf Steiner Otautahi  
**Christchurch Rudolf Steiner School**

**Board of Trustees**

NAG - 2

Policy on: **Documentation and Self Review**

**Purpose**

To ensure that the Board has a review process which is consistent, regular, and develops the necessary documentation.

The Board will:

- Develop a strategic and annual plan in consultation with management.
- Maintain an ongoing self-review program of student achievement and targeted next steps.
- Maintain an ongoing program of self review.
- Write, approve, review and alter policies and procedures.
- Review the school's special character (see Special Character Policy).

The Board will maintain a roster for policy reviews and subsequent documentation. Policies will be reviewed in conjunction with the National Administration Guidelines (NAGs).

Date approved: 12 April 2005  
*Responsibility for review:* Board  
*Review date:* August 2008  
*Re-approved:* February 2009

*Review date:* February 2012  
*Reviewed and approved:* 28 June 2012

*Review date:* June 2017

**Signed:**