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## Important Dates

**17 August** - SENCO PD at MOE Botany Office - He Pikorua

**24 August** - SENCO PLD - 5 key shift in APPE

**Term 3, Week 8, 7 Sept, 3pm** - Please ensure all requests for support for between school transitions have been submitted

Kia ora, Talofa lava, Kia orana - Welcome to Manawanui Term 2 Newsletter

### Cluster Manager Comment:

This term we had Kathryn Berkett speak with staff from schools. The feedback from this session has been very positive. Some schools are working together to get Kathryn to talk with their whole staff so that everyone has the same knowledge and understanding to help them support students that they work with. RTLB may be able to support with some funding to pay for Kathryn's costs, please talk with Tamara about what options could be available.

### Transition Requests for Support:

At the beginning of the year, your Liaison RTLB would have shared a calendar with you of important dates. This is a reminder that one of the dates pertains to transition requests. As we draw to the end of Term 2, I would like to remind schools well ahead of time that we need Transition Requests for Support to be submitted by the end of Week 8 in Term 3. This allows enough time for RTLB to carry out their mahi. This applies specifically for students who are transitioning between education settings e.g. Primary school to Intermediate. If you would like support to develop your in-school transition processes e.g. Year 1 to Year 2, please talk with your Liaison and we can support with an individualised workshop to meet your needs.

### General Requests for Support

If you are requiring RTLB support please get these in as soon as possible in Term 3 so that RTLB have enough time to provide quality support. In Term 4, the main focus of RTLB work is transition and completing Requests for Support that have been received during 2023. In Term 4 we will be accepting:

- Starting School Requests
- Transition requests that have been negotiated with the Cluster Manager who did not meet the Term 3 cut off
- Requests for students who will be staying with the same teacher in 2024
- Any other requests submitted in Term 4 will be allocated at our first allocation meeting in Term 1 which is 31 January 2024

### SENCO Professional Development - RTLB and Ministry of Education (Te Mahau)

Our next SENCO PD session will be in Week 5 of Term 3 on **Thursday 17 August 2023 at 12:30pm-3:00pm** at the Ministry of Education Botany Office. In this session we will continue with [He Pikorua in action](#) and will deepen our understanding of each of the phases of the He Pikorua framework. There will also be an opportunity for schools to share practice and to ask questions. A programme will be sent out closer to the time. If you are interested in attending, please email [michh@rtlbcluster10.school.nz](mailto:michh@rtlbcluster10.school.nz) to register.

### RTLB SENCO Day - Action Plan Pacific Education (APPE)

Our Fetu O Le Aniva (FOLA) Pasifika team is planning an exciting day for SENCOs. They will be unpacking the five key shifts and set of actions of the [APPE](#). This will be held in Week 6 of Term 3 on **Thursday 24 August 2023 at 9:00am-3:00pm** at Papatoetoe Intermediate School, Scott Base - RTLB meeting room. If you are interested in attending, please email [michh@rtlbcluster10.school.nz](mailto:michh@rtlbcluster10.school.nz) to register.

### Structured Literacy:

We have been partnering with Primary, Intermediate and Secondary schools to explore how Structured Literacy could be used to support learners. If you are considering Structured Literacy for 2024 and would be interested in partnering with RTLB, please contact Tamara and we can discuss your needs and whether we can support.

### LSF

Mich will continue to remind Executive Officers to submit invoices for any outstanding LSF claims for Terms 1 and 2.

Tamara Gersbach  
RTLB Cluster Manager

**Staffing:** Manawanui will be fully staffed in Term 3