

**2024 Day Relief Planning 1a - Room: 1 (Years x -x) - Teacher: xxxxxxxx - School: xxxxxxxx - Class Roll: xx**

<b>Day / Date:</b>	AM Roll (xx/xx)	AM absent:	PM absent:
<b>Was the roll sent to the office?</b>	PM Roll (xx/xx)		
<b>Block 1</b> (add times) Roll /Admin  -Maths* -Literacy (Writing 1*). Handwriting/ Letter/ Word/ Sounds study etc			
<i>Playtime (10.30-11.00)</i>	<i>Add duty times when on</i>		
<b>Block 2</b> (add times) -Literacy (Reading*) -Literacy (Writing 2*) Possibly Fitness/PE activity			
<i>Lunch (12.30-1.30)</i>	<i>Add duty times when on</i>		
<b>Block 3</b> (add times) Roll  -State area focus -Packup/duties /home reading/ end of day admin			
<i>3.00 Other / Bus Duty</i>	<i>Add duty times when on</i>		

<b>Notes on how the day went.</b>	-
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<b>Class Images</b>	Were any class images taken? If yes, list location (e.g, office drive):
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## 2024 Day Relief Planning 1b - (continuation from Sheet 1a).

<p><b>✓ Tick the areas touched on today.</b></p> <p><i>Black: Daily</i> <i>Blue: Weekly</i> <i>Red: Termly</i> <i>Brown: Misc</i></p> <hr style="border-top: 1px dashed black;"/> <p><b>Teacher Aide assistance today?</b></p> <p><b>Yes / No</b></p>	English 1 - Reading	Mathematics 2 (other strands)	Social Sciences
	English 2 - Writing	The Arts 1 - Visual / Craft	Science
	English 3 - Word Study <i>(Word Study is also a part of Writing)</i>	Māori Cultural Studies 2 - Local areas of cultural significance	Learning Languages
	Maths 1 - Basic Facts & Number	The Arts 2 - Dance & Drama	Technology
	Health 1 - Wellbeing, Mindfulness and Relations	The Arts 3 - Music	Digital Technologies (DT)
	Maori Cultural Studies 1 - Te Reo and Tikanga	Health 2 - Other topics	EOTC
	PE and Fitness	ANZH	School / Syndicate Events

<p><i>* Was the 1 hr per area achieved during the day? (X or ✓). If not achieved, state why or what the interruptions were</i></p>	Mathematics	Reading	Writing

**Other checks. Tick off any of the below that were touched on/focussed on today.**

<p><b>School Values:</b> <i>(this could include any PB4L work, such as PB4L assemblies). To add in the values used/focussed on.</i></p>				

<b>Key Competencies:</b>	Thinking	Relating to others	Using language, symbols, & texts	Managing self	Participating and contributing
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<b>*Official Languages used:</b>	*English	*Te reo Māori	*NZ Sign Language	Other:
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<p><b>NELP's</b> <i>National Education Priorities</i></p>	<p><b>Objective 1:</b> Learners at the centre</p>		<p><b>Objective 2:</b> Barrier-free Access</p>		<p><b>Objective 3:</b> Quality teaching &amp; leadership</p>		<p>Objective 4: Future of learning &amp; work</p>
	P1: Safety	P2: Partnerships	P3: Reduce barriers	P4: Curriculum/foundation skills	P5: Māori	P6: Staff PD	P7: Workforce skills



Teacher Name:  Sign:  Date:

Teacher contact details: Phone:  Email:  Website/FB: