

St Joseph's Primary School

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TENTERFIELD, NSW 2372

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Parish Priest: Fr. Barry Leech

Parish: St Mary's, Tenterfield

Principal: Geraldine Holland



Annual School Report 2013

Mission/Vision Statement

At St Joseph's School we are committed to the Spiritual, Social, Cognitive, Physical, Cultural and Aesthetic development of all children. Our philosophy is based on the teachings and values of Jesus Christ and the traditions handed down by the Catholic Church. We recognise the work initiated by Mother Mary MacKillop and the Sisters of St Joseph and endeavour to continue their work of bringing the Good News of Jesus to all people. We strive to strengthen the relationship between family, school, parish and the wider community and we share in the evangelising mission of the Church. We aim to equip the children with guidelines for Christian living in today's society. We provide quality teaching to ensure that each child's full potential is reached.

About this Report

St Joseph's Primary School is registered by the Board of Studies (NSW) and managed by the Catholic Schools Office, Armidale, the 'approved authority' for the Registration System formed under Section 39 of the NSW Education Act 1990. The annual report provides parents and the wider school community with fair, accurate and objective information about various aspects of school performance and development. The report describes achievement of school development priorities in 2013 and gives information about 2014 priorities. This Report complements and is supplementary to school newsletters and other regular communications. This Report is sent to the Catholic Schools Office, Armidale for validation with the requirements of the Education Act 1990 before being forwarded to the Board of Studies. Following its submission to the NSW Board of Studies the report will be presented to the parent body and be available on the CSO website by 30 June 2014. The school consultant also validates that the school has in place appropriate processes to ensure compliance with all NSW Board of Studies requirements for Registration.

Principal's Message

This year has seen the end of our National Partnerships programme. Having had two short years on this programme I feel there was still much to achieve. Funding has however been ceased at the end of this year. Our National Partnerships funding allowed us to implement reforms in technology, address issues of wellbeing, and put in place interventions for students struggling with Maths and Literacy. We also began the process of addressing the national framework for teacher standards.

A restructuring of the Country Areas Programme (CAP) saw a shift in focus from regional based consultants with a focus on individual schools to a broad state focus with little support for school clusters and networks. This was a year navigating the new arrangement and with the role back of services to schools one which was difficult to come to terms with. Though CAP will continue in 2014 the innovative programme of the past will be hard to replicate.

2013 ends with a number of staff not returning in 2014. I wish to thank those staff for their dedication to St Joseph's students, staff and families. I wish them all the very best in their future endeavours.

2014 looks to be a year of change at St Joseph's

and we look forward to the challenges it will bring. I thank the staff parents and students who contribute so much and make St Joseph's such a special place.

Parental Involvement

During 2013 we celebrated many events. The school year always begins with Grandparents day in term 1. This was a wonderful opportunity for grandparents to come along and be involved in the school. Grandparents come from near and far to watch the performances and have morning tea with the children.

We also had the biannual Debutante Ball. The ball is not only a much anticipated event for young people, but also for the community as a whole. The thought and planning which went into the ball this year made it a spectacular success.

At the end of the year our regular end of year concert was replaced with a carols night on the school playground. This involved not just parents but also grandparents and friends who came along to enjoy an evening of fun and entertainment.

Student Leadership

At St Joseph's all of year 6 are school leaders. As leaders we are expected to run assemblies, welcome visitors and maintain the sports shed. We are also expected to look after the other students. We also led the school in morning prayer. We assisted anywhere needed such as representing our school at ANZAC Day and Remembrance Day. We also assisted with fundraising activities for Catholic Missions. The Sports Captains worked hard to assist the staff in organising the younger students at sports carnivals and by giving out sports equipment during break times all year. Our roles have enabled us to be responsible, trustworthy, organised and active members of our school. School leaders 2013

School Profile

School History

St Joseph's Primary is a co-educational school catering for students from Kindergarten to Year 6. The first Sisters of St Joseph of the Sacred Heart came to Tenterfield on 17th April, 1880. Saint Mary MacKillop visited the first convent in August 1890. In July 1914, the now School Administration Centre was blessed and dedicated as the new convent. The first school was the lower storey of the first convent until the building of the school on the present site

in 1914. In 1966 further additions and alterations were made to the school. A demountable classroom was added in the late 1970's. The Parish of Tenterfield farewelled the Sisters of St Joseph in 1992. In the 2008 school year the school completed a major building and refurbishment project, having received a Commonwealth Grant of \$955,000 in 2005. St Joseph's has been part of the Country Areas Program (CAP) for 16 years and receives extra funding to support teacher development. In 2008 and 2009 the school received Australian Government grants each to the value of \$55 000 to install water tanks and solar panels. In 2009, the perimeter fencing around the school was erected and footpaths in front of the Administration Centre and along Scott St were constructed. In 2010 the school held celebrations to mark the canonisation of St Mary MacKillop whose sisters founded the school in 1880. In 2011, a new hall, classroom and disabled facilities were constructed completing the master plan of the school.

Location/Drawing Area

Tenterfield is part of the New England Tablelands and has a town population of 3 500 and a district population of 6 000. Although most students live in the immediate Tenterfield area, some travel from Wallangarra, Mingoola and the eastern areas of Tenterfield Shire.

Enrolment Policy

St Joseph's Primary School follows the Bishop's Commission for Catholic Schools policy Enrolment of Students in Catholic Systemic Schools in the Diocese of Armidale 2002. This document can be obtained from the school office or is available on the Catholic Schools Office web site: <http://www.arm.catholic.edu.au>.

Student Enrolment

Year	Boys	Girls	Indigenous	LBOTE
K	8	12	1	1
1	14	7		
2	7	9		
3	10	8		1
4	8	11		
5	8	4		
6	10	16		
2011	75	71		
2012	74	78		
2013	63	66		

Student Mobility

During 2013 the school lost three students and gained 3 students. The school also gained 20 kindergarten students at the beginning of the year and lost 26 year 6 students at the end of the year.

Student Attendance

Average daily attendance for 2013	
Kindergarten	94%
Year 1	92%
Year 2	94%
Year 3	94%
Year 4	92%
Year 5	93%
Year 6	93%
All students	93%

Management of Non-Attendance

School attendance is managed in accordance with the Catholic Schools Office Guidelines for the Management of Student Attendance.

The school has a responsibility to monitor and follow up student non-attendance. Where a student is absent for three days and no parent/guardian explanation has been offered, follow up contact to the parent/guardian is made. Through the school handbook and newsletter, parents/guardians are regularly informed of their requirement to provide written explanation of absence. Written correspondence is provided to parents where absence is considered problematic. Where needed, outside agencies are utilised to support families. In accordance with the Keep Them Safe reforms for the safety and well-being of children, the school acts a mandatory reporter where absenteeism becomes a significant risk of harm.

Staff Profile

In 2013 St Joseph's School had a teaching staff of 8 including 7 full time classroom teachers and a Principal who taught one day per week. The Assistant Principal and Religious Education Coordinator were also classroom teachers. The Additional Needs Teacher worked four days per week in a part-time arrangement. The school also had two part time teachers, a full time secretary and three teacher aides. The staff range in experience from over 40 years to 6 years of teaching. Three staff members have Masters degrees, the remaining staff have formal undergraduate teaching qualifications

The average daily staff attendance rate for 2013 was 95.91%.

Teacher Standards

Teacher qualifications fall into 1 of 3 categories for all teaching staff responsible for delivering the curriculum.

Teaching qualifications from a higher education institution within Australia or as recognised by AEI - NOOSR*	100%
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Have qualifications as a graduate from a higher education institution within Australia within AEI-NOOSR* guidelines but lack formal teacher qualifications	%
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Do not have qualifications as above but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context	%
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* Australian Education Institution - National Office of Overseas Skills Recognition

Percentage of teachers accredited to teach Religious Education

Percentage of teachers undertaking accreditation to teach Religious Education

Staff Professional Learning

The main Professional Learning activity undertaken in 2013 involved all classroom teachers participating in Maths inservices run through our National Partnerships programme. Staff continued in servicing on TLSI (Team Leadership for School Improvement) and were involved a staff retreat day. The Principal, Assistant Principal, Religious Education Coordinator, Additional Needs Teacher and CAP Coordinator all attended conferences specific to their roles in 2013.

Catholic Identity

Religious Education Program

St Joseph's Primary School follows the Armidale Diocesan Religious Education Curriculum and uses the student text To Know, Worship and Love as authorised by the Bishop of Armidale, Michael Kennedy.

Liturgical Life

St Joseph's Primary School is part of St Mary's Parish, Tenterfield. The Principal and Religious Education Co-ordinator work with the Parish Priest, who is often involved in school activities. The school incorporates the Religious Education Program 'Celebrating Our Journey' into all aspects of school life and this contributes significantly to the Catholic culture evident in the school. All classes attended Parish Masses a number of times each term. Once a term the whole school celebrated Mass together. St Joseph's commenced the school year with an Opening Mass and Induction of school leaders. St Joseph's Feast Day was celebrated with a whole school Mass. Ash Wednesday saw all students attend Mass. The school also gathered to celebrate Feast Days in the Liturgical Year. The school gathered to celebrate the conclusion of the school year with a Mass in the Parish Church.

Staff and Student Faith Formation

Daily prayer time continued for staff and students throughout the year with school leaders also leading the school community in prayer at assemblies. Sacramental programs were carried out with Year 6 students making their Confirmation and Year 3 students making their first Reconciliation and receiving First Holy Communion. Parents were welcomed to participate through meetings and attending programs. The whole school staff participated in a spirituality day in October which was led by the CSO Spirituality team.

Year 6 Religious Education Test

Average score	Diocesan (%)	This School (%)
2011	69	74.2
2012	68.4	76.8
2013	70.8	73.8

Social Justice

The students learn about issues regarding those who are marginalised in society and how people perceive those who may be different. There is an emphasis on 'treating people as you would like to be treated yourself'. A part of the Religious Education syllabus requires students to live out the Gospel values in a practical way in their daily lives. Students also learn about the work of Caritas and Catholic Mission throughout the year and are able to contribute to various fundraising activities.

Parish Links

St Joseph's School, Tenterfield is very much a part of St Mary's Parish. Father Barry Leech, the Parish Priest, supports the pastoral role of the school. Fr Leech is actively involved in the St Joseph's School Board and is consulted regarding administrative and financial matters of the school. Members of the school staff are active members of St Mary's Parish as are many school families. Parish members are invited to all significant school events.

Respect and Responsibility

It is expected that students at St Joseph's School will demonstrate respect for each other and for members of the school community in order to maintain a harmonious environment. Students are expected to address their teachers and each other by name. It is expected that students will use manners and demonstrate respectful, cooperative and inclusive behaviour whilst at this school. The children are expected to act responsibly at this school. The students are expected to work and play in a respectful and very cooperative manner. They are also given many responsibilities at the school. The structure of student leadership lends itself to this. Students also participate in a buddy system where they act as mentors for younger students. In 2013 all classes participated in the resilience program called Bounce Back. This was part of our Kids Matter initiative. Our school wellbeing coordinator was funded under the National Partnerships programme.

School Curriculum

St Joseph's Primary School follows the Board of Studies syllabus for each subject offered (as required for registration under the Education Act 1990) and implements the curriculum requirements of the Catholic Schools Office.

Features of the School Curriculum

Staff at St Joseph's have continued their commitment to cater for the varying academic range and needs of the students. Scope and Sequence plans for all Key Learning Areas are continually revised and updated to allow for more clearly defined outcome oriented programs. Experienced Educational Assistants support teachers with students within the classroom. The school has strived to continually update technology with the acquisition of new notebook computers, smartboards and internet access available in all primary classrooms. Students

and staff have had opportunities to expand their use of a variety of computer programs mainly with the support of the Country Areas Program (CAP). A comprehensive sporting program exists with three major school carnivals through which children may reach Diocesan, State and National representation. Students represented the diocese at state level in athletics while there were representatives at diocesan level in cross country, swimming and touch football. Daily physical education continues to be a part of the program for all classes complemented by the continuation of the Crunch and Sip program throughout the school. The cultural program saw students broaden our students' experiences were offered through Oracles of the Bush. An Indonesian Day was celebrated as the culmination of the Indonesian studies throughout the school.

Student Performance

St Joseph's Primary School uses a variety of assessment strategies at key points in the learning framework. These include teacher observation, portfolios, projects and presentations. The school also participates in the nation-wide literacy and numeracy testing program for the purposes of diagnosing individual learning needs and reviewing whole class teaching programs. Information on student progress is communicated on a regular basis and opportunities exist for external assessment results to be discussed with parents on an individual basis annually.

Literacy and Numeracy

The National Assessment Program Literacy and Numeracy (NAPLAN) was introduced for students in Years 3 and 5 in May 2008. NAPLAN replaces the previous State-based Basic Skills Test and the results provide valuable information about student achievements in Literacy and Numeracy. Analysis of the results is used at school level to support the enhancement of Literacy and Numeracy outcomes for all students. Year 3 results are reported in Bands 1 to 6 with Band 6 representing the highest achievement and Year 5 results are reported in Bands 3 to 8 with Band 8 representing the highest achievement. **Please note: Figures have been rounded to the nearest whole number where necessary.**

Year 3 % in Bands		1&2	3&4	5&6
Reading	School	5	68	27
	National	11	41	46
Writing	School	0	74	26
	National	8	43	47
Spelling	School	0	95	5
	National	13	42	43
Grammar & Punctuation	School	6	31	63
	National	10	37	51
Numeracy	School	11	63	26
	National	12	54	32
Year 5 % in Bands		3&4	5&6	7&8
Reading	School	10	70	20
	National	12	54	33
Writing	School	20	70	10
	National	18	60	20
Spelling	School	20	40	40
	National	16	51	30
Grammar & Punctuation	School	10	50	40
	National	14	51	33
Numeracy	School	30	40	30
	National	20	53	25

there are several areas which need to be addressed in light of the performance data for 2013 NAPLAN.

National Minimum Standards

The lowest Band for each year (Band 1 in Year 3 and Band 3 in Year 5) represents students who are achieving BELOW the National Minimum Standard (NMS) in each aspect of NAPLAN. Students in the second Band for each year (Band 2 in Year 3 and Band 4 in Year 5) represent students who are achieving at the NMS. Students in all other Bands are achieving ABOVE the NMS.

The percentages of students in this school achieving the national minimum standard are reported below.

		Year 3	Year 5
Reading	School	100	90
	National	95.3	96.1
Writing	School	100	90
	National	95	91.7
Spelling	School	100	100
	National	93.8	93.1
Grammar & Punctuation	School	100	100
	National	95.3	94.8
Numeracy	School	100	100
	National	95.7	93.4

This was a small cohort but there is still room for improvement, to ensure reading and writing are a focus for improvement.

School Policy Summary

Student Welfare

St Joseph's Primary School seeks to provide a safe and supportive environment which:

- minimises risk of harm and ensures students feel secure
- supports the physical, social, academic, spiritual and emotional development of students
- provided student welfare policies and programs that develop a sense of self-worth and foster personal development

The school's Pastoral Care Policy is based on the Bishop's Commission Policy Pastoral Care In The Catholic Systemic Schools Of The Armidale Diocese.

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The school's Pastoral Care Policy is based on the Bishop's Commission Policy Pastoral Care In The Catholic Systemic Schools Of The Armidale Diocese. In 2013 the school continued to use the resilience program, Bounce-Back to assist students with their interactions with peers. The school also became part of the kids matter initiative. This project is funded through our lowSES national partnerships money.

The full text of school and diocesan policies are available at the school office.

There were no changes to the Pastoral Care Policy during the 2013 school year.

Discipline Policy

St Joseph's Primary School bases its Discipline Policy on the Bishop's Commission Policies Pastoral Care In The Catholic Systemic Schools Of The Armidale Diocese, Policy On Suspension, Expulsion Or Exclusion Of Students In Catholic Schools In The Diocese Of Armidale and Management Of Drug Related Issues In Catholic Schools In The Diocese Of Armidale. These policies are based on procedural fairness and are discussed with students on a regular basis. In compliance with the NSW Education Reform Act 1990, corporal punishment is banned in ALL Armidale Diocesan schools.

The full text of school and diocesan policies are available at the school office.

There were no changes to the Discipline policy during the 2013 school year.

Anti-Bullying Policy

St Joseph's Primary School bases its Anti-Bullying policy and procedures on the Catholic Schools Office operational policy "Student Anti-Bullying Policy". The full text of this policy is available on www.arm.catholic.edu.au.

The school continued to follow the CSO Anti-bullying policy.

Enrolment Policy

St Joseph's Primary School bases its Enrolment Policy on the Bishop's Commission Policy Enrolment of Students In Catholic Systemic Schools in the Diocese of Armidale.

The full text of school and diocesan policies are available at the school office.

There were no changes to the Enrolment policy during the 2013 year.

Complaints and Grievance Resolution Policy

St Joseph's Primary School procedures for resolving concerns and complaints is based on the Bishop's Commission Policy Complaints & Suggestions Policy for the Diocese of Armidale. This policy is based on procedural fairness and recognises that members of the school community must have access to processes that allow them to resolve concerns in a supportive, conciliatory environment. The full text of school and diocesan policies are available at the school office.

Parent, Student and Staff Satisfaction

In 2013 the school participated in online surveys. Parent survey responses were received from 12 respondents. St Joseph's Primary School recorded an overall parent satisfaction score of 77% (3.85 out of 5).

Staff survey responses were received from 14 out of a total of 16 eligible respondents. This equates to a response rate of 87.5%. St Joseph's Primary School

recorded an overall staff satisfaction score of 74% (3.7 out of 5).

Student survey responses were received from 36 out of a total of 45 eligible respondents. This equates to a response rate of 80%. St Joseph's Primary School recorded an overall satisfaction score of 84% (4.18 out of 5).

This important feedback continues to be collected to give direction for the School Board and School Leadership team to further enhance the educational opportunities afforded the students that attend the school.

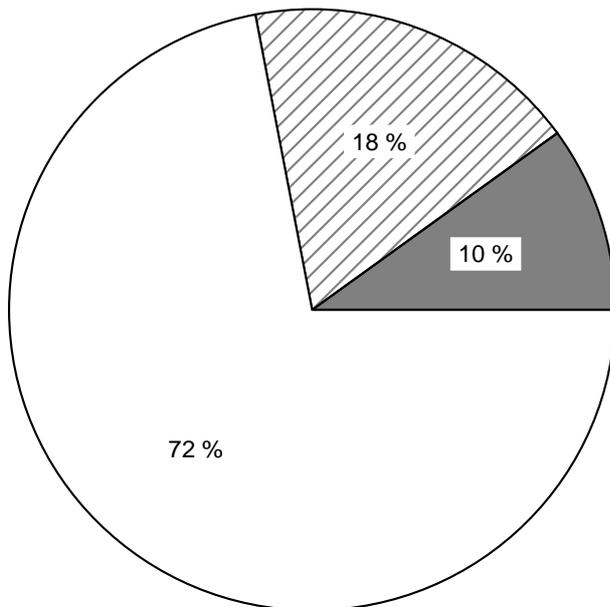
School Review and Development

Annual School Priorities 2013

During 2013 the school continued to implement a variety of programmes through the national partnerships funding to address the poor results in year 3. The continued implementation of Kids Matter to help address difficulties with student behaviour and parental support of the school. The school continued to focus on the use of technology in the classrooms, both through CAP and through the national partnerships funding.

Financial Statement

Income



- fees and private income
- ▨ state recurrent grants
- commonwealth recurrent grants
- government capital grants
- ▨ other capital income

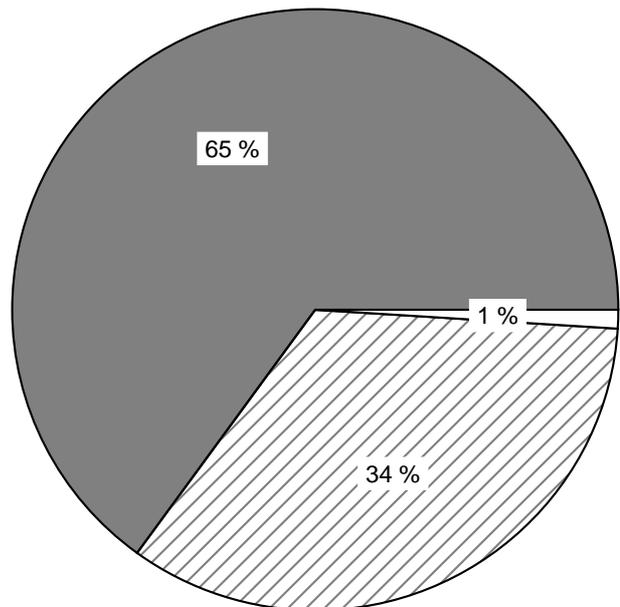
Projected School Priorities 2014

The implementation of a new English Curriculum for 2014 will be a priority, as will preparation for the implementation of Science and Maths in 2015. Ongoing remediation through the miniLit programme will also be a priority for 2014.

Major Achievements from the 2013 Annual Plan

The implementation of a maths based remediation programme for students in years 5 and 6 who were struggling with basic number facts. The continuation of remediation with students struggling to read. Classroom demonstration lessons by a visiting maths specialist helped teachers to understand how the new maths syllabus can be easily implemented into the classroom. Kids Matter continued to be implemented across the school and the additional support of a wellbeing coordinator helped to drive this. Technology also continued to be a priority with the ongoing purchase of classroom resources. The oral language programme also continued during 2013 with all Kindy students being assessed, and remediation strategies implemented for those in need.

Expenditure



- salaries, allowances and related expenses
- ▨ non-salary expenses
- capital expenditure

The information in this report has been verified and the priorities endorsed by the Director of Catholic

Schools and the school consultant.