

# St Joseph's Primary School

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Parish Priest: Father Bernie Frize

Parish: St Patrick's, Warialda

Principal: Mrs Meghan Donovan



## Annual School Report 2013

### Mission/Vision Statement

St Joseph's Primary School aims to... Recognise the role of parents as the key educators of their children and support them in this role Form positive relationships and nurture the partnership between school, parish, family, and students Provide challenging and engaging learning opportunities Employ caring and dedicated teachers who share their gifts and skills and embrace the opportunity to extend these Be a reflective community, providing time and space for personal and group reflection, enabling a sense of peace and harmony Provide a safe, secure and stable environment, through positive reinforcement, where our students can be guided in making and taking responsibility for decisions and can work towards realising their full potential Embrace Catholic beliefs and traditions and reflect the Gospel Values of: faith, hope, love, trust, gentleness, patience, and justice.

### 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

It takes a village ... Opening our doors, keeping them open, and continuing to improve requires a faithful, dedicated community. We simply cannot do all of this alone!

Welcome to St Joseph's Primary School, an integral part of the St Patrick's parish community. In accordance with our mission statement all our endeavours, relationships, decisions and programmes are Christ-centred and child-centred. We see the education of your child as a partnership between school and home. Hence, we rely upon your cooperation and support in all our endeavours. We rely upon open and honest communication with you in order to provide the best possible education for your child. Our dedicated and caring staff are concerned with the welfare of each child at this school. Parents are invited to work with our staff with openness and mutual respect.

This Annual School Report outlines the significant activities undertaken, and achievements gained by our school during the 2013 school year. The report acknowledges the central contribution of the strong community and learning partnership which is shared by the teachers, students and parents. St Joseph's Primary School is proud of its Catholic tradition

and works constantly to promote excellent teaching and learning within a supportive school environment. This is underpinned by our mindfulness of the school motto, 'Christ is our model' and is evidenced in our commitment to quality education. 2013 was a year of growth and change at St Joseph's Primary School. Our school community farewelled some old faces and welcomed some new. The school underwent a comprehensive review process during the year and the areas of compliance and Work, Health and Safety were evaluated.

Below is an overview of some of our accomplishments this year:

- The grounds received a new sports shed, the play equipment had the sand removed and soft fall poured around it, new toilet roll and soap dispensers in the toilets and a 17Kw solar system was installed.
- The junior classroom received a makeover with fresh new timber furniture and resources and our library was redesigned to create a more flexible learning space suitable for 21st century learners. The students absolutely love using these new look spaces.
- We launched our new smart phone App and updated the school website as a way of bringing our home-school communication into the 21st century.
- Teachers moved from portfolios to Learning Journals as a way of better documenting student learning to parents.

## **Parental Involvement**

St Joseph's Primary School welcomes parent participation. We believe that children learn best when there is partnership between home and school. Parents/carers play a vital role in supporting the school program. We welcome help in a range of ways including: joining the Parents and Friends committee, assisting children in writing tasks, listening to reading and sharing books together with small groups, making and playing maths games, helping at working bees, covering new books, sharing an interest or skill with groups of children, cleaning and organisational tasks, helping in the classes and joining us to raise funds.

## **Student Leadership**

Student leadership provides an opportunity for students to actively participate in the decision-making processes at our school. Students are encouraged to take on leadership roles in an endeavour to increase their own leadership skills, act as effective role models for the student body and offer responsible service to their school and peers. A student leadership policy was written and implemented in 2013. Below is our 2013 School Captain's end of year speech.

Good evening honoured guests, Fr Berne, Sisters, teachers, fellow students, families and friends.

I would like to share some things that have happened this year. This year I feel has been a very successful one, with a range of achievements from the students. Such as our Brain Olympia team, who competed at Inverell and made it to the finals. So on the 7th of November at seven in the morning (surprisingly it wasn't chilly!) we headed for the finals. After a close competition we took out the small schools trophy. After a little treat we came back home as winners. This was exciting because it was my first year in the team.

Mini Vinnies had a successful year with Crazy Sock's Day to raise money for Catholic Missions and Pancake Tuesday for Caritas, just to name a couple. Don't let me forget the magnificent job the P&F have done with putting up stalls for the local events and doing fundraising for our school. This school is not just about our teacher, principal or how can I forget the wonderful Mrs Bell. But the students who will have an opportunity to be leaders in the years to come.

Now let me share a bit about my experience of being a captain and representative for our school. I liked doing impromptu speeches, the flag and helping fellow students. I felt proud about representing our school at community events such as ANZAC and Remembrance Day ceremonies. I have enjoyed this role thoroughly and would accept the challenge again.

I would like to wish the incoming captains the best of luck for next year and that they enjoy being a captain as much as I have. Last of all I would like to thank all of the staff members and students for a great year and wish Joey's the best of luck for the future.

## **School Profile**

### **School History**

St Joseph's Primary School is a small co-educational Catholic primary school situated in Warialda within the Diocese of Armidale. Established in 1904 by the Sisters of St Joseph, our school promotes and values catholic values, academic excellence and provides a balanced, personalised curriculum with a strong focus on student wellbeing.

### **Location/Drawing Area**

St Joseph's School is situated in the small rural town of Warialda. Warialda has a population of around 1200. The school belongs to the St Patrick's Parish of Warialda.

## 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	4	0	0	0
1	6	3	1	0
2	1	2	0	0
3	2	7	1	0
4	1	3	1	0
5	2	1	0	0
6	3	2	1	0
2011	19	22	0	0
2012	28	24	2	0
2013	19	18	4	0

## Student Mobility

Four Kindergarten students began at St Joseph's in February. Throughout the year 6 families left the school, most of which moved to other towns.

## Student Attendance

Average daily attendance for 2013	
Kindergarten	97%
Year 1	93%
Year 2	91%
Year 3	96%
Year 4	92%
Year 5	92%
Year 6	93%
All students	94%

## Management of Non-Attendance

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

## Staff Profile

The school employs ten staff comprising of five teachers and five non-teaching staff, the latter being employed in a variety of capacities including learning support, administration, cleaning, gardening and maintenance.

The staff attendance figure is not reported as the number of teachers in the school is smaller than the threshold for which this information is provided.

The average daily staff attendance rate for 2013 was %.

## 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%

Have qualifications as a graduate from a higher education institution within Australia within AEI-NOOSR\* guidelines but lack formal teacher qualifications %

Do not have qualifications as above but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context %

\* Australian Education Institution - National Office of Overseas Skills Recognition

Percentage of teachers accredited to teach Religious Education 100

Percentage of teachers undertaking accreditation to teach Religious Education

## Staff Professional Learning

WHS modules NSW Syllabus for the Australian Curriculum Storytelling in RE Creating and Responding to Story Worlds Personalising Learning for the Whole Child (CAP funded) EduTech conference (CAP funded)

## 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

Sacramental preparation is continuous throughout the school. However, preparation for the actual administering of Sacraments takes place as follows: Year 2: Reconciliation Year 3: Eucharist Year 5-6: Confirmation While the school takes much of the responsibility in the preparation of children for the Sacraments, parents and guardians are also expected to become deeply involved. Special Information Sessions have been organised to include the family in Sacramental preparation. Families of children preparing for a Sacrament are expected to attend these sessions.

## Staff and Student Faith Formation

The school promoted the attendance of staff at CSO Retreat days.

## Year 6 Religious Education Test

Average score	Diocesan (%)	This School (%)
2011	69	78.6
2012	68.4	67.8
2013	70.8	70.6

## Social Justice

The school supported charitable works in social justice initiatives. Some examples include: Project Compassion during Lent Crazy sock day for Caritas Food Hamper drive for Mini Vinnies at Christmas

## Parish Links

St Joseph's has strong links with the St Patrick's Parish. Father Bernie visits the school regularly as well as students attending Masses and liturgies in the Church. Sr Yvonne and Sr Anita are also regular visitors. The Parish has a representative on the School Board.

## Respect and Responsibility

In 2013 the school developed a statement "Our Rights and Responsibilities". This stated that students have the right to feel safe and be safe, the right to learn and teach in a nurturing and respectful environment and the right to be in a clean, healthy and stimulating environment. A Whole School Agreement document was written that stated "Listen to learn, stay on task, work cooperatively, respect rights of others, hands and feet to self,

follow directions." St Joseph's school participates in community events such as ANZAC day.

## 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

At St Joseph's we believe in personalising learning, where students integrate ICT alongside thinking and self-management skills in order to be active citizens in the 21st century. Our classes were delivered in multi-age Learning Communities: Junior, Middle and Senior. We believe that each child: is an individual comes to school with a wide variety of experiences and learning has the ability to fulfil his/her maximum potential learns in different ways and at different levels of development is responsible for and has ownership of his/her learning needs a safe environment in which to learn and take risks needs time for reflection and thoughtful consideration learns best in a positive and encouraging environment

We believe that learning: occurs in a faith-filled community needs to consider the whole child is a life-long journey is a shared responsibility needs to be challenging should be fun, exciting, meaningful and relevant should be a positive experience

We believe that teachers: recognise and acknowledge the Catholic foundations upon which our school is built need to model lifelong learning share a partnership in learning are dedicated, innovative, supportive and conscientious enjoy teaching as a vocation are honest, reliable and trustworthy are well presented work effectively as a team are well organised provide bright, flexible, challenging, innovative and happy learning environments create a well-managed, attractive and disciplined learning environment communicate effectively and regularly with our colleagues, school leadership team and parents.

## 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	11	44	45
	National	11	41	46
Writing	School	0	67	33
	National	8	43	47
Spelling	School	11	44	45
	National	13	42	43
Grammar & Punctuation	School	11	44	45
	National	10	37	51
Numeracy	School	22	67	11
	National	12	54	32
Year 5 % in Bands		3&4	5&6	7&8
Reading	School	0	50	50
	National	12	54	33
Writing	School	0	100	0
	National	18	60	20
Spelling	School	0	100	0
	National	16	51	30
Grammar & Punctuation	School	33	33	34
	National	14	51	33
Numeracy	School	33	33	34
	National	20	53	25

## 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	100
	National	95.3	96.1
Writing	School	100	100
	National	95	91.7
Spelling	School	88.9	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

## 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.

Being part of a caring Catholic community instils our students with a sense of identity, a feeling of belonging and above all a powerful sense of self-worth. Our students are very inclusive, ensuring the dignity and respect of all. The students of St Joseph's are resilient and independence is supported and encouraged.

The full text of school and diocesan policies are available .

### 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 St Joseph's School, each person's self-worth, dignity and potential will be of fundamental importance. The school has created structures that offer support to all members of the community in their varying needs. The spirit of the school is reflected in the relationships of trust, cooperation, forgiveness and partnerships between all members of the school and parish community.

It is therefore vital that the students' self discipline and acceptance of responsibility are fostered. This is done through the implementation of the discipline policy, incorporating rights, responsibilities, whole school agreements, sanctions and positive reinforcements which ensure that good order is established and maintained in the school community.

The following three rights are important for creating a positive learning environment at St Joseph's Primary School: the right to feel safe and be safe, the right to learn and teach in a nurturing and respectful environment, and the right to be in a clean, healthy and stimulating environment. The school's Discipline Policy was reviewed in 2013.

## **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](http://www.arm.catholic.edu.au).

St Joseph's Primary School strives to create an environment that is welcoming and inclusive, and encourages and supports relationships that are positive and authentic.

## **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 .

## **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 .

## **Parent, Student and Staff Satisfaction**

In 2013 parents, students from Stage 2 and 3 and staff members were surveyed by an independent body. Participants provided feedback on five areas - Leadership, Catholic Ethos, Resources, Teaching and Learning and Improvement Processes. The response rate for parents was 73% and the overall satisfaction score was 68%. 70% of students participated and gave an overall satisfaction score of 89%. 87.5% staff responded to the survey and gave the satisfaction score of 75%.

## **School Review and Development**

### **Annual School Priorities 2013**

Exploration of learning spaces and begin process of moving from traditional learning environments to ones more conducive to 21st century pedagogy.

Professional Development in "Personalising Learning."

Team Leadership for School Improvement (TLSI)

Review Behaviour Management Policy

Installation of Solar Panels

Communication with parents

### **Projected School Priorities 2014**

Refine and further develop personalised learning and assessment experiences for all students.

Prioritise and build on a dynamic and collaborative learning community.

To build on the culture of the Sisters of St Joseph as a means of establishing effective and meaningful social justice initiatives.

Implement new staff appraisal process.

New Behaviour Management policy implemented in Term 2

### Major Achievements from the 2013 Annual Plan

TLSI - Modules 1-5 completed

Solar Panels installed.

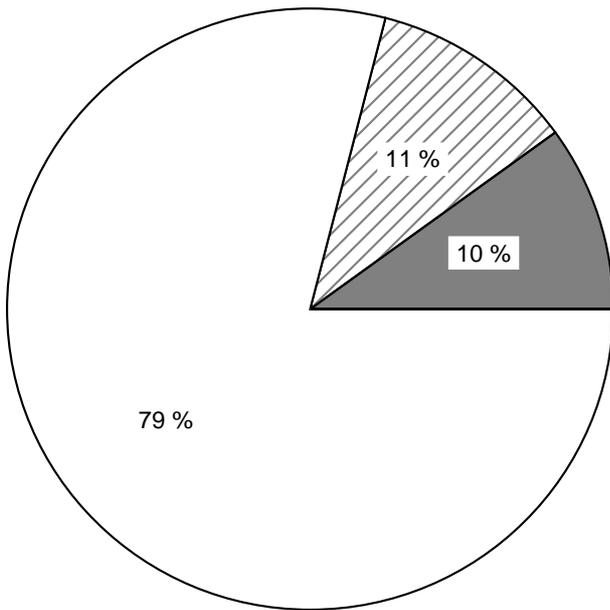
Modernised library and updated furniture

Smart phone app and website launched

Personalised learning professional development for two staff members.

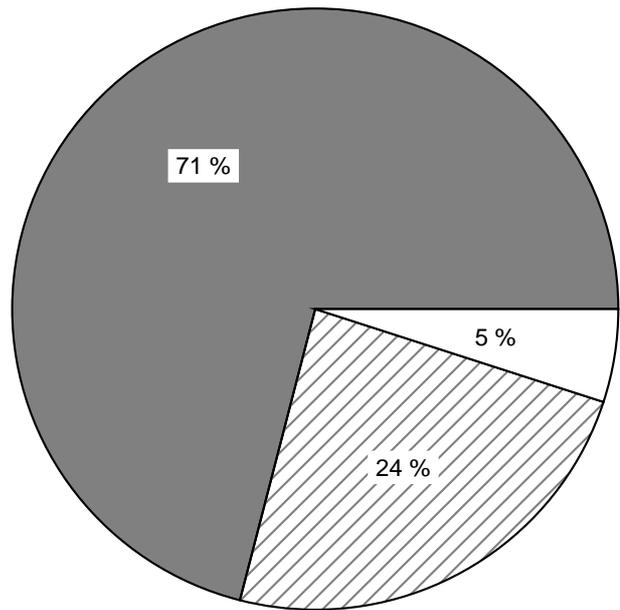
### Financial Statement

#### Income



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

#### 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.