

St Xavier's Primary School

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Parish Priest: Fr John McHugh

Parish: St Joseph's, Gunnedah

Principal: Mr Douglas Garnett



Annual School Report 2013

Mission/Vision Statement

Go With God. We desire the development of the whole person by enabling them to: Take charge of their lives, shape their history, enrich their culture, renew their Church To be achieved by the School Community through: Service - Experience - Example - Faith. This is what Yahweh asks of you, only this - That you act justly, that you love tenderly, and that you walk humbly with your God. Micah 6:8

About this Report

St Xavier'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

St Xavier's students, staff and parents had a very busy and highly successful 2013. I cannot praise the staff and student highly enough for their wonderful

work during the year. The school's performance in National Testing and benchmarking is to be commended. The huge investment made with the introduction of the 'Minilit' program in years 1-3 will be a feature of this year's curriculum offerings. Through the program 60 students received intensive daily literacy instruction which will be of great benefit to the students in the years ahead. The employment of speciality teachers in the areas of Physical Education, Health and Music was an unqualified success. The school's efforts at the local Eisteddfod during 2013 were tremendous with our students featuring highly in every section of the annual event. The enormous success of our production of The Wizard of Oz was a definite highlight and a wonderful way to end the year. The quality of the production and the rave reviews it received brought into sharp focus the great talents that exist within our entire school community and was a testimony to the growing music, drama and performance aspects of our curriculum. Once again St Xavier's Chess club won the Regional Primary School Challenge and the Catholic Schools Championships but more important than the competitive success was the enthusiastic involvement of 60 students from Year 2 to Year 6 in the chess program. Our community is built on a partnership between home, school, parish and the wider Gunnedah district. This collaboration is most important for the education of the individual children and is essential to St Xavier's continued growth as a learning community. 2013 was another reminder of the generosity of our parent body and the contributions they make to the education of the

children.

outstanding education where children are nurtured in a caring Christian community.

Parental Involvement

School Board St Xavier's School Board meets on the first Wednesday of each month with the Annual General Meeting taking place in November. The Board consists of the Chairperson, Parish Priest, Principal, Assistant Principal, P&F Representative and four parents. The Board is responsible for setting the budget each year, overseeing changes in policies and continuing maintenance of the school. The combined St. Mary's College and St. Xavier's P&F Association meets on the third Wednesday of each month. A combination of parents from both schools attend meetings. 2013 saw the school get a great deal of support from parents for fund-raising and social activities. It was gratifying to see the large numbers of parents regularly helping in the classrooms and volunteering at sporting and cultural events in 2013. The large number of volunteers have a positive impact on the education of the students and contribute to the social capital of the St Xavier's School community. St Xavier's School Board Chairperson

Student Leadership

We had a great year as leaders of the school. Going to Sydney for the Young Leaders Day was the first of many opportunities we had to develop our leadership skills. As captains we were also given a great many responsibilities in 2013. We enjoyed welcoming the many special guests to our school and leading the school assemblies. Our Canberra excursion was a highlight of the year. We really enjoyed the visiting the National Capital and learning about our system of government no to mention the time we spent socialising with our friends. Even though we are all excited about going to secondary school we are sad to be leaving St Xavier's and we will remember the happy times we spent here. St Xavier's 2013 School Captains

School Profile

School History

Founded by the Sisters of Mercy from Ennis, Ireland in January 1879, St Xavier's Primary School, Gunnedah, is a systemic school of the Armidale Catholic Diocese. Catering for children from Kindergarten through to year 6 and with a current enrolment of 350 students, the school provides an

Location/Drawing Area

St Xavier's School is part of the St Joseph's Parish. St Xavier's draws its students from Gunnedah and district. Most students come from within the town boundaries but a good deal of students come from properties from Tambar and Mullaley in the south, Lake Keepit in the East, Boggabri in the West and Kelvin in the North.

Enrolment Policy

St Xavier'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	21	27	8	1
1	25	23	5	1
2	19	18	2	3
3	27	23	1	3
4	20	25	8	0
5	27	30	5	2
6	26	28	5	0
2011	178	185	32	12
2012	179	169	31	13
2013	165	174	34	10

Student Mobility

Gunnedah is currently undergoing a mining boom. The nature of this mining boom has resulted in a significant number of families leaving town only to be replaced by other families from the mining areas of Hunter, Queensland, and Western Australia. Although the school carried a number of smaller grades in 2013 their is significant interest in enrolments for 2014 and beyond with the school creating waiting lists for Kindergarten in these years

Student Attendance

Average daily attendance for 2013	
Kindergarten	94%
Year 1	96%
Year 2	93%
Year 3	94%
Year 4	97%
Year 5	95%
Year 6	92%
All students	94%

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 0%

Do not have qualifications as above but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context 0%

* Australian Education Institution - National Office of Overseas Skills Recognition

Management of Non-Attendance

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

Student absences are recorded in the electronic rolls contained within our student management system. Total absences are transferred into individual student files. Unexplained absences are followed up with teachers contacting parents. High levels of absences can lead to notifications in accordance with 'Keeping Them Safe' protocols

Percentage of teachers accredited to teach Religious Education 90

Percentage of teachers undertaking accreditation to teach Religious Education 5

Staff Profile

During 2013 St Xavier's had 14 classroom teachers as well as 5 other qualified teachers who worked across the grades. Five staff members have post graduate qualifications. The majority of the school's teaching staff have between 10 and 30 years of teaching experience. The school also employed an Aboriginal Education Assistant and six other teacher support staff who worked on a part-time basis.

The average daily staff attendance rate for 2013 was 96.88%.

Staff Professional Learning

A number of professional development opportunities were participated in by staff throughout the 2013 school year. Staff have attended sessions relating to Information Technology, the new English curriculum, NAPLAN, SMART data, Mathematics, Child Protection, the Macquarie University Minilit program, Anaphylaxis, Assessment in Religious Education, Non-Violent Crisis Intervention, Smart Analysis, Senior First Aide, and CPR Training. The Principal, Assistant Principal, Religious Education Coordinator and Additional Needs Teacher also attended in-services specific to their roles.

Teacher Standards

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

Catholic Identity

Religious Education Program

St Xavier'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

Regular stage Masses for primary and infants liturgies for children are celebrated in the Church. In addition one class per week was able to attend Mass in the convent and class reconciliation services were held regularly. During 2013 our school was

fortunate enough to be able to rely on the services of a full time priest who kept up the tradition of visiting each grade at least once during the year. The whole school attended Ash Wednesday liturgies, Project Compassion Mass, Assumption, St Francis Xavier as well as the opening and closing of the year Masses. Parents are encouraged to part of our liturgies and they are also encouraged to attend retreat days for sacrament preparation.

Staff and Student Faith Formation

Staff and Student Faith Formation One day retreat programs were run for students in Years 2,3 and 6 during 2013. A shortened retreat was also integrated into the Year 5 Lake Keepit excursion. Staff met for prayer on a weekly basis with a special daily program of prayer during Holy Week. The school also ran Lenten and Advent Programs for staff who attended on a purely voluntary basis. All staff participated in a Spirituality Day number of staff also attended retreat programs run by the Diocese.

Year 6 Religious Education Test

Average score	Diocesan (%)	This School (%)
2011	69	70.4
2012	68.4	71.2
2013	70.8	70.6

Social Justice

Parish Links

The school has regular communication with Father John McHugh. Our RE Coordinator organises the Sacramental Program for the Parish. Teachers are rostered for reading and Eucharistic Ministers at Sunday Mass. The school organises a parish morning tea each year. Two representatives from the school staff sit on the Parish Pastoral Council and a Parishioner is elected to the School Board. In 2013 the school organised and participated in four Family Masses which were held on Sundays throughout the year.

Respect and Responsibility

Throughout 2013 the school had an active involvement in community service especially supporting the work of St Vincent de Paul and their various appeals. Students throughout the school also visited local aged care facilities and provided entertainment to the residents. The school encourages the students to participate in community events. In 2013, St Xavier's students attended events such as ANZAC

Day, Remembrance Day, Clean Up Australia Day, Grandparents Day, Harmony Day and NAIDOC Week.

School Curriculum

St Xavier'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

The employment of speciality teachers in PE, Music and Health was a great success and appreciated by parents and staff. The ever growing music and performance aspects of the school saw St Xavier's provide musical tuition in Piano, Violin, Guitar, and brass to interested students. The students participated in a wide range of sporting events, including swimming and athletics carnivals, summer and winter sports trials, cross country trials, soccer and touch football carnivals. Several students were selected to participate at both Diocesan and Polding levels. Students in Years 3-6 were given the opportunity to participate in the international Competitions and Assessments for Schools. Achievements were of a high standard including 3 High Distinctions, 10 Distinctions and 34 Credits. The students also participated in Public Speaking, Chess and Mathematics competitions. Students identified with Additional Needs were assisted by Education Assistants. The large investment the school committed to the 'Minilit' Program saw 60 students make significant gains in Literacy.

Student Performance

St Xavier'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	10	45	45
	National	11	41	46
Writing	School	8	52	40
	National	8	43	47
Spelling	School	12	46	42
	National	13	42	43
Grammar & Punctuation	School	8	48	44
	National	10	37	51
Numeracy	School	2	61	37
	National	12	54	32

Year 5 % in Bands		3&4	5&6	7&8
Reading	School	9	61	30
	National	12	54	33
Writing	School	16	73	11
	National	18	60	20
Spelling	School	18	59	23
	National	16	51	30
Grammar & Punctuation	School	14	59	27
	National	14	51	33
Numeracy	School	17	65	18
	National	20	53	25

St Xavier's performance across literacy and numeracy reflect the hard work of the teachers. The schools achievements compare very favourably against similar schools in regional NSW.

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	98	98.1
	National	95.3	96.1
Writing	School	98	94.6
	National	95	91.7
Spelling	School	94	96.4
	National	93.8	93.1
Grammar & Punctuation	School	100	96.4
	National	95.3	94.8
Numeracy	School	100	98.1
	National	95.7	93.4

The very large proportion of students reaching the National Minimum standards is a reflection of the schools targeted curriculum. Those few students who struggle to reach the standards will continue to be supported by the school and by its Additional Needs Team

School Policy Summary

Student Welfare

St Xavier'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.

St Xavier'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 * provides student welfare policies and programs * develops 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.' St Xavier's prides itself on being a welcoming community. In 2013 the school introduced the Alanah and Madeleine Foundation's Buddy Program which ensures a safe and enjoyable transition for

Kindergarten students and helps build relationships between the older and younger students. St Xavier's continues to closely monitor the behaviour of its pupils and has systems and practices which promote positive peer interaction. During 2013 the school offered students involvement in the Seasons for Growth Program. The program is designed to provide support to children who have experienced any form of grief or loss.

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

Discipline Policy

St Xavier'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.

Anti-Bullying Policy

St Xavier'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.

Enrolment Policy

St Xavier'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.

Complaints and Grievance Resolution Policy

St Xavier'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

The 2013 satisfaction surveys were comprehensively carried out and the responses from all three sectors were most praiseworthy. Resources, Leadership and Teaching and Learning as well as additional opportunities for students were the areas held in the highest esteem.

School Review and Development

Annual School Priorities 2013

- 1 To review the school's Guided Reading across the school and to in-service staff and purchase new resources where necessary.
- 2 Implementation of the Minilit Program in years one to three.
- 3 Modifying the RFF allocation to staff through the employment of speciality teachers
- 4 To develop and trial the implementation of the schools response to the new English Curriculum
- 5 Revitalise class and school masses.
- 6 To introduce the St Xavier's Chapter of Mini Vinnies
- 7 To provide opportunities for all staff members to enrich their spiritual life.

Projected School Priorities 2014

1. Ensure that Minilit and Multilit strategies are being used in every classroom.
2. Increase those student in the top to bands in both literacy and numeracy be 20%
3. Reintroduce the school's Brass Band.
4. Refurbishment of school play space and the installation of automatic watering systems.
5. Broadening of St Xavier's Healthy Schools initiatives.
6. Strengthening of the School/Parish ties.

Major Achievements from the 2013 Annual Plan

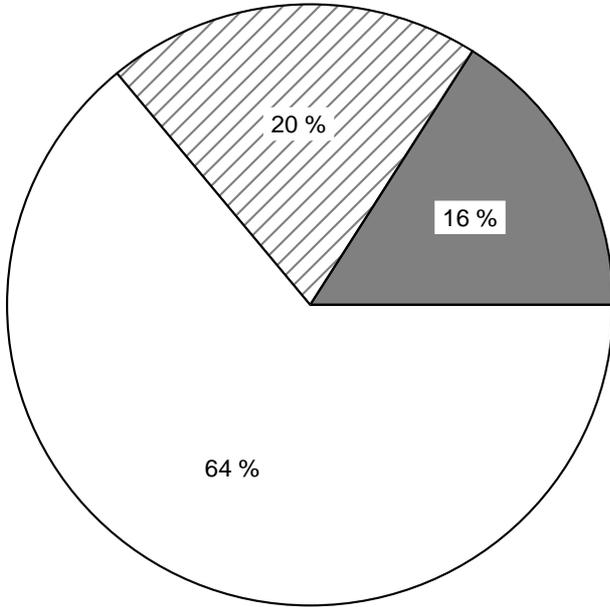
- 1 Reviewed the school's Guided Reading across the school, in-serviced staff and purchased new resources.
- 2 Implemented the Minilit Program in years one to three.
- 3 Modified the manner in which RFF is allocated to staff through the employment of speciality teachers
- 4 Developed and trialed the

schools response to the new English Curriculum 5 enrich their spiritual life.
Revitalised class and school masses.

6 Provided opportunities for all staff members to

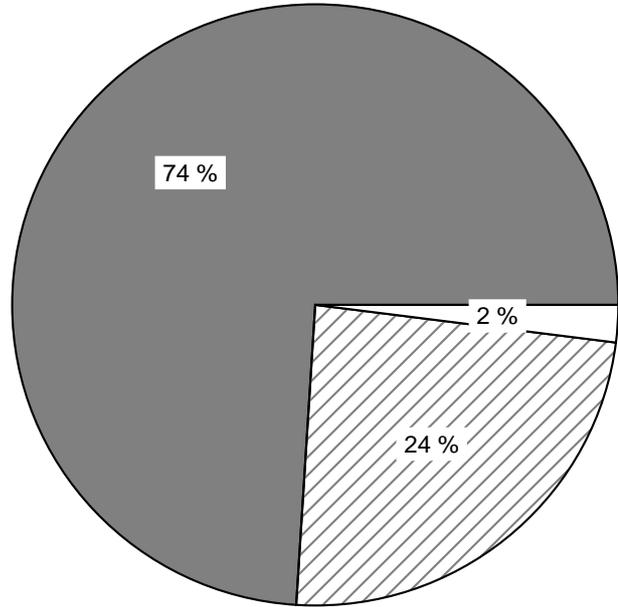
Financial Statement

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.