

St Joseph's Primary WARIALDA
Annual School Report to the Community

2017



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Principal

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ABOUT THIS REPORT

St Joseph's Primary is registered by the New South Wales Education Standards Authority (NESA). The Catholic Schools Office, Armidale is the 'approved authority' for the Registration System formed under Section 39 of the Education Act 1990 (NSW).

The *Annual School Report to the Community* provides parents and the wider School community with fair, reliable and objective information about School performance measures and policies, as determined by the Minister for Education. The *Report* also outlines information about initiatives and developments of major interest and importance during the year and the achievements arising from the implementation of the School's Annual Improvement Plan.

The *Report* demonstrates accountability to regulatory bodies, the School community and the Catholic Schools Office, Armidale. This *Report* has been approved by the Catholic Schools Office, Armidale in consultation with the **School** Consultant who monitors that the School has appropriate processes in place to ensure compliance with all NESA requirements for Registration and Accreditation.

This *Report* complements and is supplementary to School newsletters and other regular communications. Further information about the School may be obtained by contacting the School or by visiting the School's website.

Principal's Message

2017 was another successful year at St Joseph's Warialda. Strategies for school improvement from the 2016 Annual Improvement Plan were carried over and the staff focused on student growth in all areas of learning. They worked as a Catholic Professional Learning team and “put faces” to student data and worked collaboratively to plan, assess and reflect on learning and teaching.

The school continued to operate as one multi-staged class with students working in ability aged groups for literacy and numeracy, and in flexible groupings for other key learning areas. Identified students also worked from personalised learning plans.

St Joseph’s students participated in many school, parish, diocesan, local, regional and state events and worked closely with other small rural schools in sporting, STEAM and cultural activities. We were strongly supported by our School Advisory Council, Parents and Friends committee, parish and local community. We celebrated our year of learning with a successful Presentation Evening and were grateful for the sponsorship from individuals and community organisations.

Parent Body Message

There have been many memorable activities and achievements that have made 2017 at St Joseph’s School a successful and wonderfully enriching year.

The St Joseph’s School Board have been able to meet regularly to deal with a number of planning and operational matters of the school and also to ensure that our school remains in a stable financial position. At the AGM held in November, the School Board ceased to exist and has now been replaced with the School Advisory Council. The SAC continued working on a number of strategies to increase student numbers and to ensure that the school is sustainable well into the future. The School Advisory Council would like to thank the Catholic Schools Office for their continued support and confidence in our wonderful school.

Two successful working bees were held during the year and these addressed a number of maintenance and gardening issues. The P&F continued to provide much appreciated support through fundraising, support at sporting and community events, provision of school uniforms and running of the school canteen.

It is with all this support that we are able to provide a quality and caring education for all

student of St Joseph's school.

Student Body Message

There were no Year 6 students at St Joseph's in 2017. The Year 5 students were nominated as Senior Leaders and we demonstrated our leadership through running assemblies, leading our Mini Vinnies group and looking after other students on the playground. We had a large number of students represent our school at ANZAC Day, Remembrance Day, the CWA International Day and sports events. In Term 3, our primary students went to the Small Schools Camp at Lake Keepit and everyone was challenged to go past their comfort zones. We liked all the sports activities this year. We enjoyed the gala days and the small schools rugby league and cricket days. We held our swimming carnival with Gravesend Public School and our athletics carnival with St Joseph's Barraba. Our Mini Vinnies group raised money for the St Vincent de Paul Winter Appeal and we visited Naroo, Warialda's nursing home.

We enjoyed inviting Warialda Pre-School to our Easter Hat Parade, Book Week Dress Ups and fun days. We were invited to celebrate NAIDOC week at St Philomena's School, Moree.

We are a small school but we don't miss out on opportunities. Our school is special and we all look out for each other.

SECTION TWO: SCHOOL FEATURES

St Joseph's Primary is a Catholic systemic Co-educational School located in WARIALDA.

St Joseph's is a Catholic systemic co-educational primary school within the Armidale Diocese. St Joseph's is located in the township of Warialda, a small town in northern NSW with a population of approximately 1200 people located midway between Moree and Inverell. Its students come from within the town and surrounding farming properties.

The school began in 1904 under the leadership of the Sisters of St Joseph. The school was opened to allow families in this area to educate their children in the faith and to receive good quality education in the spirit of Saint Mary MacKillop. The school continues this tradition today through the work of dedicated teaching and support staff. The support of parents in this endeavour cannot be underestimated and together we work to bring the future alive today.

In 2017 we were again nominated as an Action Plan school and funding was used to improve the outcomes for students in literacy and numeracy.

SECTION THREE: STUDENT PROFILE

Student Enrolment

The School caters for students in Kindergarten to Year 6. Students attending this School come from a variety of backgrounds. The following information describes the student profile for 2017:

Girls	Boys	LBOTE*	Total Students
10	5	1	15

* Language Background Other than English

Enrolment Policy

The Diocese of Armidale adheres to the policy as endorsed by the Bishops Commission for Catholic Schools 'Enrolment of Students in the Catholic Systemic Schools of the Diocese of Armidale'. The Catholic Schools Office Armidale monitors the implementation of this policy. The policy has been developed in the context of government and system requirements. Children from families who are prepared to support the ethos and values of the Catholic Church may be considered eligible for enrolment. A pastoral approach is adopted for parents experiencing genuine difficulty with the payment of fees.

This school does not have any enrolment policies or support documents in addition to the Bishop's Commission for Catholic Schools 'Enrolment Policy' for schools in the Diocese of Armidale. This policy is available on the Armidale Catholic Schools Office website at;

<http://www.arm.catholic.edu.au>

Student Attendance Rates

The average student attendance rate for 2017 was 92%. Attendance rates disaggregated by Year group are shown in the following table.

Note: No students are enrolled in Years 3 and 6.

Attendance rates by Year group	
Kindergarten	89.00%
Year 1	88.00%
Year 2	95.00%
Year 3	0.00%
Year 4	94.00%
Year 5	95.00%
Year 6	0.00%

Managing Student Non-Attendance

Regular attendance at school is essential if students are to maximise their potential. The School, in partnership with parents, is responsible for promoting the regular attendance of students. While parents are legally responsible for the regular attendance of their children, School staff, as part of their duty of care, monitor part or whole day absences.

School staff, under the Principal's leadership, support the regular attendance of students by:

- providing a caring teaching and learning environment which fosters students' sense of wellbeing and belonging to the school community;
- monitoring engagement of individual students in their learning and identifying strategies to enhance engagement;
- maintaining accurate records of student attendance;
- recognising and rewarding excellent and improved student attendance;
- implementing programs and practices to address attendance issues when they arise.

The Principal is responsible for supporting the regular attendance of students by ensuring that:

- parents and students are regularly informed of attendance requirements and the consequences of unsatisfactory attendance;
- all cases of unsatisfactory attendance and part or full day absences from school are investigated promptly and that appropriate intervention strategies are implemented;
- intervention strategies for students with unsatisfactory attendance may include academic case management, social case management, referral to counselling and parent/carer involvement;
- the Director of Catholic Schools or designated Catholic Schools Office Armidale officer is provided with regular information about students for whom chronic non-attendance is an issue and for whom previous strategies have failed to restore regular attendance.

When the Catholic Schools Office Armidale is notified of a student for whom chronic non-attendance is an issue and previous strategies have failed the Principal and the School Consultant will convene a meeting with the family, the student, and other agencies, if required, to develop a Return to School Plan.

SECTION FOUR: STAFFING PROFILE

The following information describes the staffing profile for 2017:

Total Teaching Staff*	Total Non-Teaching Staff	Combined Total
3	5	8

* This number includes 1 full-time teachers and 2 part-time teachers.

Percentage of staff who are Indigenous	11%
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Professional Learning

The ongoing professional development of each staff member is highly valued. Professional learning can take many forms including whole school staff days, subject specific in services, meetings and conferences and a range of professional learning programs provided by the Catholic Schools Office Armidale. The School takes responsibility for planning, implementing, evaluating and tracking of its staff professional learning and individual staff members take responsibility for their ongoing professional development. All teachers have been involved in professional learning opportunities during the year related to improving student outcomes.

The School held the equivalent of five staff developments days this year with areas of focus as follows:

Term 1	Words Their Way Spelling (one day) and Seven Steps To Writing Success (one day)
Term 2	Catholic Core Principles And Values (one day), Collaborative Inquiry Initiative (Shared Beliefs and Vision, 14 Parameters for School Improvement) (one day)
Term 3	No SDD Day
Term 4	Annual Improvement Plan, Teacher Performance and Development Framework, NESA Accreditation

These professional learning opportunities addressed areas identified in the school's 2017 Annual Improvement Plan.

Teacher Standards

The following table sets out the number of teachers who fall into each of the categories determined by NESA:

Teacher Qualifications		Number of Teachers
1	Those having formal qualifications from a recognised higher education institution or equivalent.	3
2	Those having graduate qualifications but not a formal teaching qualification from a recognised higher education institution or equivalent.	0

St Joseph's Primary 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

Students attended parish Mass and school liturgies throughout each term. This year the students celebrated the following liturgies: Ash Wednesday, Holy Week, St Joseph's Day, Mothers and Fathers Day, Mary MacKillop's feast day, Opening Mass, Year 6 Graduation Mass, End Of Year Mass and Holy Days of Obligation.

Sacramental Program

The school supports the parish-based sacramental programs. First Holy Communion takes place in June each year, Confirmation every odd ending year and first Reconciliation in Term 4 each year. Two of our Year 5 students made the Sacrament of Confirmation this year.

School Prayer

School prayer is a part of daily school life, with formal and informal prayer taking place within the classroom and at staff and family events. Each day begins with prayer and throughout the day, class and individual prayers are recited. Our senior students lead us in our school prayer at our Monday morning assembly. Students were provided with a variety of prayer experiences including guided meditation as part of their RE lessons.

Students, Staff and Parent Faith Formation

Staff attended two Twilight Retreats run by the CSO Faith Formation Team in Terms 2 and 4 with the latter open for parents. Parents also received faith formation at School Board and P&F meetings, at liturgies and masses. Special liturgies were held throughout the year; for example St Joseph's Day, Mary MacKillop's feast day and Grandparents Day. We celebrate NAIDOC liturgy with St Phiomena's Moree each year.

Social Justice

St Joseph's Mini Vinnies raised awareness of Social Justice in our community during Lent (Project Compassion), the St Vincent de Paul Winter and Christmas Appeals and Catholic Mission's World Mission Month. They raised money for Catholic Mission's Socktober, supported a student in a developing country and visited Naroo, our town's nursing home.

Parish Links

St Joseph's school continued to strengthen relationships with St Patrick's Parish. Father Joseph has worked with the School Board / Advisory Council and P&F to build community and we

held a Family Mass each term with a shared meal at a restaurant afterwards. In 2016 the Sisters of St Joseph were withdrawn from Warialda. In 2017 Sr Anne Gibson moved to town in semi-retirement to maintain the presence of the sisters. It was with much sadness that we learnt that Sr Anne will not continue in 2018 and after 113 years, Warialda will no longer have a Sister of St Joseph living in Warialda.

Year 6 RE Test

There were no Year 6 Students in 2017.

Students in Years 6 in Catholic schools in the Diocese of Armidale undertake the Diocesan Religious Education (RE) Test annually. The test consists of fifty multiple-choice questions. Results of the test are analysed by teachers and are used to inform teaching and learning in Religious Education.

SECTION SIX: CURRICULUM

The school provides an educational program based on, and taught in accordance with the NESA syllabuses for Primary Education. The Key Learning Areas (KLAs) are English, Mathematics, Science and Technology, Human Society and its Environment, Creative Arts and Personal Development, Health and Physical Education. In addition, the school implements the curriculum requirements of the Catholic Schools Office Armidale.

History and Geography were taught for a semester each as multi-staged units. In 2017 a small schools Religious Education cluster was formed to write RE units based on the Year 6 RE Test data.

Students were supported in Literacy through the Diocesan Learning Enhancement Strategy (DLES) with the running of the Mini Lit and Multi Lit programs. St Joseph's has under the NSW Literacy and Numeracy Action Plan (LNAP), received a proportionate allocation of teacher time to support and monitor the implementation of the K-2 Diocesan Learning Enhancement Strategy. Education Assistants were employed to support students in the classroom.

During 2017 the students had 1:1 access to technology via Chromebooks. They continued to collaborate with each other and the teachers using Google Cloudshare.

The theme of our Presentation Night in Term 4 was the traditional nativity play. The Creative Arts strands of Visual Arts, Music, Dance and Drama provided students with opportunities to express themselves.

Note: Year 5 is below the student number reporting threshold for NAPLAN and year 3 had no students enrolled at the time of testing.

SECTION SEVEN: STUDENT PERFORMANCE IN STATE-WIDE TESTS AND EXAMINATIONS

The National Assessment Program – Literacy and Numeracy (NAPLAN) is an annual assessment for students in Years 3, 5, 7 and 9. NAPLAN assessment results provide valuable information about student achievements in literacy and numeracy. An analysis of these results assists School planning and is used to support teaching and learning programs.

The tables below show the percentages of students who achieved particular skill bands in numeracy and the aspects of literacy. The School results shown are compared to students nationally. Literacy is reported in four content strands (aspects): Reading, Writing, Spelling, Grammar and Punctuation. Numeracy is reported as a single content strand.

NAPLAN RESULTS 2017		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 3	Reading	0.00%	51.60%	0.00%	10.00%
	Writing	0.00%	44.60%	0.00%	7.50%
	Spelling	0.00%	45.60%	0.00%	13.10%
	Grammar	0.00%	55.50%	0.00%	10.50%
	Numeracy	0.00%	39.80%	0.00%	11.40%

NAPLAN RESULTS 2017		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 5	Reading	0.00%	37.00%	0.00%	14.60%
	Writing	0.00%	15.80%	0.00%	19.40%
	Spelling	0.00%	34.30%	0.00%	14.10%
	Grammar	0.00%	35.40%	0.00%	17.50%
	Numeracy	0.00%	27.90%	0.00%	14.60%

Student Welfare Policy

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.

St Joseph's school upholds the values and traditions of the Sisters of St Joseph and instils within students with a sense of identity and self-worth. Our students are very inclusive, ensuring the dignity and respect of all.

No changes were made to the policy this year.

The full text of the School's Pastoral Care Policy may be accessed on the School's website or at the administration office.

Discipline Policy

Corporal punishment is expressly prohibited in this School. The School does not sanction administration of corporal punishment by School persons and non-School persons, including parents, to enforce discipline in the School.

St Joseph's Primary School bases its Discipline Policy on the Bishop's Commission Policy 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.

At Joseph's Primary School, each person's self-worth, dignity and potential is 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 expected that students take responsibility for their own actions, are self-disciplined and inner directed. This is done through the implementation of the discipline policy, incorporating

rights, responsibilities, whole school agreements, sanctions and positive reinforcements (such as online behaviour tracking) which ensure that good order is established and maintained in the school community.

The school's Discipline Policy was not changed in 2017.

The full text of the School's Student Discipline Policy may be accessed on the School's website or at the administration office.

Bullying Prevention and Intervention Policy

The Catholic Schools Office, Armidale has established a *Student Anti-Bullying Policy* which is implemented by our school and all systemic schools in the Diocese. It provides a framework for school communities to work together to prevent and address issues of student bullying, in order to build respectful relationships that respond effectively and sensitively to the needs of each person. The Catholic Schools Office (CSO) monitors the implementation of this policy. No changes were made to the policy this year.

The full text of the *Bullying Prevention and Intervention Policy* may be accessed on the School's website, the administration office or at the CSO website.

Complaints and Grievances Resolution Policy

The Diocese of Armidale has established a *Staff Grievance Policy* which is implemented by our school in the Diocese. Each school also has an individual Grievance Policy and Procedure for dealing with matters at a school level. The rationale for these policies is that within the reality of the schooling experience, it is recognised that, from time to time, misunderstandings and differences of opinion will occur, and that these need to be resolved satisfactorily. Addressing such matters within a framework of dignity, respect and truth can provide powerful opportunities to model the love of Christ in the reality of our contemporary world. The Catholic Schools Office monitors the implementation of these policy. No changes were made to the policy this year.

The full text of the individual policies may be accessed on the School's website, the administration office or at the CSO website.

Initiatives Promoting Respect and Responsibility

During 2017 St Joseph's Primary School promoted respect and responsibility through a number of initiatives as well as through the Personal Development and Health units. These initiatives included weekly school assemblies where the flag is raised and Australian National Anthem sung, special events such as ANZAC Day, Remembrance Day, NAIDOC week and the Kindergarten

Transition Program where older students inducted newly enrolled students in the life of the school. Students take responsibility for their school by performing class and school jobs.

Each year, the School develops an Annual Improvement Plan indicating the intended key improvements for student learning outcomes. The plan is drawn from the School's Strategic Improvement Plan and informed by the Catholic School's Office Annual Improvement Plan. The School engages in an annual evidence-based evaluation of its effectiveness against these external standards in collaboration with the Schools Consultant.

Key Improvements Achieved in 2017

- Staff working collaboratively as a Catholic Professional Learning Team to use data for improved learning outcomes
- Staff assessing and tracking student growth
- Staff team teaching in uninterrupted literacy and numeracy blocks
- Participation in the diocesan Collaborative Inquiry Initiative to develop Dr Lyn Sharratt's 14 Parameters
- Collaboration with other small rural schools: participation in STEAM and sports events

Priority Key Improvements for 2018

- Staff Professional Learning Plans aligned to the school's and Catholic Schools Office Annual Improvement Plans
- Using the Gradual Release of Responsibility Model to develop independence in students
- Developing Learning Intentions and Success Criteria
- Case management of students not achieving benchmarks and extending students beyond stage level
- Communicating Catholic Core Principles and Values to the parents and wider community

The opinions and ideas of parents, students and teachers are valued and sought. Their suggestions are incorporated into planning for and achieving improved outcomes for students. This year, the School has used a variety of processes to gain information about the level of satisfaction with the School from parents, students and teachers.

Parent Satisfaction

St Joseph's parents were given an opportunity to complete a satisfaction survey in August. There was a 36% completion rate which was considered good.

The following areas received the highest rating:

- The school is a safe place for my child
- The staff at this school take an interest in my child
- Teachers in the school make learning really satisfying and engaging for my child
- The school communicates clearly that it has high expectations for student attendance, engagement and outcomes
- I would recommend this school to others
- I am happy with the school's facilities
- The school manages behaviour incidents well
- Change initiatives are well managed at this school
- The school promotes and sets targets for improving student outcomes
- The School Advisory Council is effective at this school

There was strong agreement amongst the respondents for the following:

- St Joseph's is a very caring and inclusive learning environment for our children
- Strong relationships and family environment
- Communication between the school and parents is very strong
- The friendliness of the children and

Student Satisfaction

All students in Years 4-5 provided feedback via the online survey. The following areas received the highest rating:

- I like being at this school
- I feel safe at this school
- My teachers care about me

- The school Principal and other leaders in the school are approachable
- My teachers tell us what we are learning and why
- My teacher/s help me to set specific targets to improve my learning
- I receive feedback from my teacher to improve my learning
- This school celebrates student achievements
- I am encouraged to care for others

When asked for a final comment the students wrote ...

- All children play together unlike bigger schools
- The teachers help us improve our work.
- We can get a lot of one on one time with the teachers and they know our struggles
- Teachers make learning fun
- I feel safe with my friends

Teacher Satisfaction

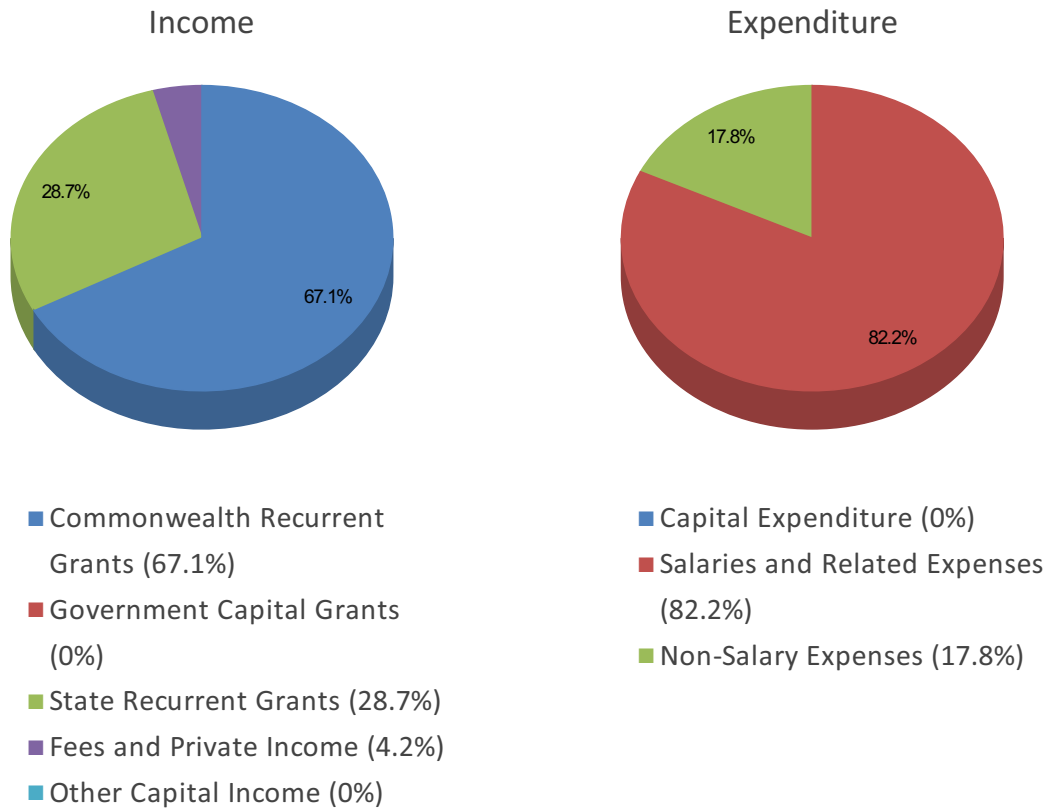
67% of the staff provided feedback via the online survey. The highest rated responses were:

- I would recommend this school to others
- My school encourages a climate conducive to staff professional learning and improvement in practice
- I have opportunities to enhance my students' learning through the use of technology
- This school celebrates student achievements
- Parent/teacher conferences are helpful at this school
- The school manages behaviour incidents well
- There is an explicit school-wide emphasis on differentiating learning within each classroom

Personal comments from staff include:

- It doesn't matter what your employment is at St Joseph's School, everybody is treated with respect we get along really well together
- The strong tradition that encompasses the values of the Sisters of St Joseph and the care of each student
- That we have the students learning and abilities as a focus and modify our teaching to accommodate where necessary
- Quality of collaboration between teachers

SECTION ELEVEN: FINANCIAL STATEMENT



This School Financial Information is based on the detailed information provided to the Commonwealth Government in the Commonwealth Financial Questionnaire. School Financial Information for the 2017 year is detailed below:

RECURRENT and CAPITAL INCOME	
Commonwealth Recurrent Grants ¹	\$393,683
Government Capital Grants ²	\$0
State Recurrent Grants ³	\$168,262
Fees and Private Income ⁴	\$24,552
Other Capital Income ⁵	\$110
Total Income	\$586,607

RECURRENT and CAPITAL EXPENDITURE	
Capital Expenditure ⁶	\$116
Salaries and Related Expenses ⁷	\$502,059
Non-Salary Expenses ⁸	\$108,788
Total Expenditure	\$610,963

Notes

1. Commonwealth Recurrent Grants includes recurrent per capita grants and special purpose grants.
2. Government Capital Grants includes all capital grants received from the Commonwealth and State Governments.

3. State Recurrent Grants includes recurrent grants per capita, special purpose grants and interest subsidy grants.
4. Fees and Private Income include Diocesan and school based fees, excursions and other private income.
5. Other Capital Income includes building levy fees and capital donations used to fund Capital Expenditure.
6. Capital Expenditure includes expenditure on School Buildings, and Furniture and Equipment.
7. Salaries and Related Expenditure includes all salaries, allowances and related expenses such as superannuation and workers compensation insurance.
8. Non-Salary Expenses include all other Non-Salary Recurrent Expenditure covering resources, administration, operational expenses, utilities, repairs and maintenance.