

Annual School Report 2018 School Year

St Mary of the Angels Primary School, Guyra



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Principal
Sharon Wittig

About this report

St Mary of the Angels Primary School is registered by the NSW Education Standards Authority (NESA) and managed by the Diocese of Armidale Catholic Schools Office (CSO), as the 'approved authority' for the Registration System formed under Section 39 of the NSW Education Act 1990.

The *Annual Report to the School Community* for this year provides the 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 to the school community information about initiatives and developments of major interest and importance and the achievements arising from the implementation of the school Improvement Plan.

The *Report* demonstrates accountability to the Federal and State Government regulatory bodies, the parish and school community and the Catholic Schools Office (CSO). This *Report* has been approved by the CSO which monitors school processes to ensure compliance with all NESA requirements for Registration.

This *Report* complements and is supplementary to school newsletters, and other regular communications. The *Report* is available on the school's and CSO's website by 30 June 2019 following its submission to NESA.

The contents of this *Report* may be tabled for discussion at various parent forums, including the School Advisory Council meetings, and all information is public.

Further information about the school or this *Report* may be obtained by contacting the school on 02 6779 1661 or by visiting the website at stmarysguyra.catholic.edu.au.



1.0 Messages

1.1 Principal's Message

There were many people who assisted in the development of the school as a Catholic learning community. In particular, special thanks are extended to the parent body and the school staff for all their generous efforts. St Mary of the Angels Primary School is indeed blessed to have such dedicated and enthusiastic people supporting the school.

The primary purpose of St Mary of the Angels Primary School is to support the members of the parish community in providing a faith formation for their children. The school fosters a commitment to the individual person and provides opportunities for academic, cultural and sporting achievement. St Mary of the Angels Primary School offers students a quality Catholic education based on the teaching of the Church and within the context of a strong faith community.

St Mary of the Angels School provides a high quality Catholic Education in a warm, caring, rural environment. Parental involvement is a high priority, with our Advisory School Council providing wonderful guidance and support. Our active P & F provide not only funding but also a physical presence that enhances the life of the school, parish and local community. The close relationship between staff and students is evident in everything that happens within the school. The high standards of behaviour and self-discipline are widely acknowledged by parents and visitors to our school. The school motto "Strive Ever Higher" forms a basis for our approach to all areas of school life.

Personalised learning that encourages children to achieve to their highest potential is a feature of planning across all classes. The Diocesan mission to proclaim, witness and serve is a key focus and active part of our school culture. Through personal relationships, the school endeavours to make faith a living and breathing part of daily life.

Sharon Wittig
Principal

1.2 A Parent Message

St Mary of the Angels values the input of our parent body through a number of avenues, both formally and informally. In 2018 St Mary of the Angels completed our move from having a parent voice through a School Board to a School Advisory Council. This group meets once each term to provide the Principal with support and advice on budgeting, staffing and financial matters. In 2018 we also provided feedback to a team working with our Principal on Growth and Development. The School Advisory Council provided valuable input into the future direction of our Diocese by meeting with the members of the Diocesan Strategic Intent Committee.

Our Parents and Friends Association were again very busy in 2018. Although small in number, the committee drives many events throughout the year. In 2018 a total of \$23000 was donated to the school to assist with the purchase of iPads, augmented reality and robotics devices, phonetics equipment, a sound system and on-line learning subscriptions. A large donation was also made to assist our students to attend the bi-annual Canberra excursion.

Mr Craig Lockyer
Chairperson
School Advisory Council



2.0 This Catholic School

2.1 The School Community

St Mary of the Angels Primary School is located in Guyra and is part of the St Mary of the Angels Parish which serves the communities of Guyra, from which the School families are drawn.

Last year the school celebrated 99 years of Catholic education.

The parish priest Fr Stephen O'Shea is involved in the life of the school.

2.2 Catholic Life and Religious Education

St Mary of the Angels 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.

During 2018 the strong Religious Education Curriculum taught to our students was complemented by the celebration of fortnightly Mass. Students acted out their learning through service to others by their volunteer work within the community. Masses were celebrated each fortnight with students taking an active part in the presentation of liturgies.

Mass themes were carefully selected to enhance learning about the liturgical seasons and to complement themes being studied in class. There was an open invitation for parishioners and parents to attend school Masses. During 2018 the sacraments of Reconciliation and First Eucharist were celebrated within the Parish.

In 2018 St Mary of the Angels School also assisted in organising and running ecumenical services during Lent and Advent. As a faith filled community, spiritual and faith formation are an important part of life at St Mary of the Angels. During 2018 Parish members and staff joined together for four Twilight Retreats. Our school continued to learn about and promote Core Catholic Principles and Values. The focus of learning for 2018 was the Principle of "The Common Good". Through education, faith and spiritual formation it is hoped that our parents, teachers and students will become more confident to name, understand and articulate these core principles that our school's faith is built on.

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.

Our School's average result (as a mark out of 50)	
Year 6	36



2.3 School Enrolment

St Mary of the Angels Primary School caters for children from Years K to 6. The following table indicates the student enrolment characteristics:

	Year K	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	TOTAL 2018	TOTAL 2017
Male	14	6	7	10	3	4	7	51	37
Female	8	4	7	6	3	5	7	40	32

2.4 Student Attendance

In order for students to reach their full potential it is important that they attend school regularly. Whilst it is the parents' legal duty to ensure their children attend school regularly, our staff as part of their duty of care monitor attendance each day. The Class Roll is marked every day and rolls are checked each week by the principal or their delegate. The school uses the attendance coding system adopted in all NSW schools. Unexplained absences are followed up promptly by staff. Parents are requested to provide a satisfactory explanation for an absence by means such as a written note, telephone call, sms message or email to the school preferably on the first day of absence, and certainly within seven days. The principal is made aware of sustained student absences or absences reflecting a pattern. In these situations, the principal or delegated staff member contacts the parent/guardian. Parents are encouraged to arrange medical and other necessary appointments outside school hours. Prolonged periods of absence occur from time-to-time for various reasons. In these cases, students and their parents meet with the principal to discuss the leave request.

The average student attendance rate for the school during 2018 is shown in the following table.

	Year K	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	All Years
Average Student Attendance Rates	92.0%	93.0%	93.0%	93.0%	95.0%	92.0%	92.0%	92.9%

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 nonattendance 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.

2.5 Staff Profile and Teacher Standards

	Teacher Qualifications / Staff Profile	Number of Teachers
1.	Those teachers at the NESA Teacher Accreditation Provisional or Conditional level.	1
2.	Those teachers at the NESA Teacher Accreditation Proficient level.	6
3.	Those teachers at the NESA Teacher Accreditation Highly Accomplished level.	0
4.	Those teachers at the NESA Teacher Accreditation Lead level.	0
5.	Teachers with recognised qualifications to teach Religious Education.	7
6.	Number of staff identifying as Indigenous employed at the school.	0
7.	Total number of non-teaching staff employed at the school.	3



2.6 Initiatives Promoting Respect and Responsibility

The school ensures that at every available formal and informal opportunity the values of respect and responsibility are promoted. We want every student to understand and appreciate that they are part of both the school and the local community.

Student leadership forms a major part of the culture of Respect and Responsibility that makes up the warm and caring climate of our school. St Mary of the Angels actively promotes Core Catholic Principles and Values with respect and responsibility being an important part of school culture. Our student leaders act as great role models for younger students and accept responsibility for specific tasks around the school. During 2018 the school contributed to society and civic life through participation in ANZAC and Remembrance Days and other community/school initiatives.

The values of care and compassion were modelled in fortnightly visits to the local aged care facility and participation in Seniors Week celebrations. During 2018 senior students from St Mary of the Angels School modelled respect and responsibility by participation in the Meals on Wheels program. Students assisted volunteers to deliver meals to the elderly and sick residents from the local community.

In-school initiatives to promote respect and responsibility included senior students acting as “Buddies” to younger students to assist with the development of social skills and safe eating programs.

2.7 Parent, Student and Teacher Satisfaction

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

In 2018 St Mary of the Angels conducted an independent survey of all parents. The survey covered a range of questions in the following areas: leadership, resources, general, improvement process, Catholic ethos, teaching and learning. Parents expressed a very high level of satisfaction.

Some areas for consideration for improvement were: Improvements to old toilets, roll down blinds in cola, surfacing of high use dirt areas, increased tutoring for remedial maths and more workshops to inform parents.

Typical Commendations recommending the school:

“The school is a loving, caring and safe place for all children where they are encouraged to care for their peers. Poor behaviour is not tolerated and children soon learn to respect the rules. Every child is recognised as an individual and learning and support is adjusted accordingly. The children are encouraged and supported to improve their knowledge and skills to be the best that they can be, whilst still displaying fantastic behaviour.”

“The family community, caring spirit and most of all the respect and time teachers and staff show to my children is overwhelming. Everyone knows each other’s name and says hello and uses manners.”

Student Satisfaction

In 2018 St Mary of the Angels conducted an independent survey of all students in Years 4 and 6. The survey covered a range of questions in the following areas: leadership, resources, general, improvement process, Catholic ethos, teaching and learning. Students surveyed expressed a very high level of satisfaction.



Student responses reflected some very positive thoughts on the relationships between members of the school community. They felt happy and cared for. They were also appreciative of the many and varied opportunities offered within the school curriculum.

Some suggestions for improvement centred on improvements to the playground and playground resources and additional resourcing of music, arts and crafts and sporting opportunities.

Staff Satisfaction

In 2018 St Mary of the Angels conducted an independent survey of all staff. The survey covered a range of questions in the following areas: leadership, resources, general, improvement process, Catholic ethos, teaching and learning. Staff surveyed expressed a very high level of satisfaction.

The responses from staff indicated a very high level of job satisfaction. There was obviously a shared commitment to the school, other staff members and especially towards the students and their learning. Some areas pinpointed for consideration included creating more time to mentor new staff members so that they could plan and organise events so that the workload could be more evenly shared, hiring additional staff to help ease workload with growing enrolments and assistance with time management.

Some concern was expressed about the size of learning spaces for effective teaching and the amount of time being lost through organisation, late bells and assemblies.

3.0 Teaching and Learning

3.1 School 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.

As a Catholic School, Religious Education is a mandatory key learning included in the curriculum for students in each grade. St Mary of the Angels Primary School is committed to providing a quality education that meets the needs of all students.

St Mary of the Angels Primary is a Catholic systemic Co-educational School located in GUYRA. St Mary of the Angels Primary School was established in 1919 by the Ursuline Sisters and is located in Guyra on the Northern Tablelands. St Mary of the Angels has had associations with the Ursuline, Dominican and the Mercy Sisters since its inception. St Mary of the Angels is currently staffed by lay teachers and provides an outstanding education for students from K-6. The school's current enrolment is 91 students.

In 2008 a new school was built on the current site which provides modern, purpose built classrooms and additional facilities. Much of the old school building was demolished leaving the original Ursuline classrooms which have since been refurbished and are used as our school and parish hall. St Mary of the Angels will celebrate its centenary in 2019.

In addition to excellent academic programs, St Mary of the Angels offers a wide range of sporting, cultural and community involvement opportunities. The school participates in the Musica Viva program which provides a wide range of orchestral and musical concerts to rural communities. St Mary of the Angels employs a specialist music teacher who conducts lessons with classes once each week. The school celebrates the talents of students in a Creative Arts evening which showcases music, dance and drama. Opportunities are also available to participate in Eisteddfods and Catholic Schools Celebrate concerts on a bi-annual basis.



Physical education and sport is very important at St Mary of the Angels. Students have access to a wide variety of sporting equipment at morning, recess and lunch breaks. Students are taught basic skills in a number of recreational sports which encourage them to participate in weekend competitions. These sports include tennis, golf, lawn bowls, soccer and touch football. Good sportsmanship and fairness is at the forefront of all sporting activities. Service to others is a key focus at St Mary of the Angels. Students regularly visit the local age care facility and have developed a long and lasting relationship with the residents through shared activities which include reading, talking, singing, craft and games mornings. Senior students love to assist with Meals on Wheels deliveries. Our school takes great pride in contributing to our community through ANZAC Day, Rotary Street Carnival and contributing to the annual agricultural show.

3.2 Student Performance in National Testing Programs

3.2.1 NAPLAN

The school participated in the National Assessment Program Literacy and Numeracy (NAPLAN) with students in Years 3 and 5 tested. In Year 3, 16 students presented for the tests while in Year 5 there were 9 students.

In Literacy there were four elements tested. These were reading, writing, spelling and grammar and punctuation. In Numeracy, students were tested in number, patterns and algebra, measurement, data and space and geometry.

In both Year 3 and Year 5 there are six achievement bands with Band 6 being the highest level of attainment in Year 3 and Band 8 the highest in Year 5.

The Commonwealth Government has set minimum acceptable standards for reading, writing and numeracy at particular ages.

At St Mary of the Angels Primary School, school and student performance is closely monitored. These tests are one means of gathering data on individual student and school achievement. School staff have participated in Catholic Schools Office information sessions on NAPLAN and Data Analysis workshops.

The following data indicates the percentage of St Mary of the Angels Primary School students in each band compared to the State percentage.



Year 3 NAPLAN Results in Literacy and Numeracy												
Percentage of students in Bands 1 to 6												
BAND	6		5		4		3		2		1	
	State	School										
Reading	30.3	0.0	23.9	56.3	22.5	18.8	13.8	6.3	5.9	12.5	2.0	0.0
Writing	15.2	6.3	30.0	43.8	29.5	31.3	15.6	18.8	5.4	0.0	2.9	0.0
Spelling	27.2	12.5	23.6	6.3	21.9	43.8	14.8	25.0	7.6	6.3	3.2	0.0
Grammar and Punctuation	32.1	18.8	24.4	12.5	18.2	25.0	13.2	18.8	7.4	18.8	3.0	0.0
Numeracy	18.4	0.0	23.7	12.5	26.6	50.0	18.8	18.8	8.6	6.3	2.3	0.0

Year 5 NAPLAN Results in Literacy and Numeracy												
Percentage of students in Bands 3 to 8												
BAND	8		7		6		5		4		3	
	State	School										
Reading	16.7	0.0	22.4	22.2	26.6	22.2	20.0	44.4	9.5	0.0	3.3	11.1
Writing	4.0	0.0	12.3	0.0	30.4	33.3	30.3	66.7	14.5	0.0	7.3	0.0
Spelling	15.2	0.0	23.4	0.0	28.2	44.4	19.2	44.4	8.8	11.1	3.6	0.0
Grammar and Punctuation	15.7	0.0	22.3	22.2	28.1	33.3	18.5	44.4	9.3	0.0	0.0	0.0
Numeracy	11.6	0.0	19.2	22.2	29.0	22.2	25.0	44.4	11.1	11.1	2.6	0.0

NOTE: Where a year level has five or less students the information is withheld to protect the privacy of the students



3.3 Teacher 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 the areas of focus as follows:

Term 1	Learning Progressions and Creation of Literacy Data Wall
Term 2	NESA Narrative Writing Course
Term 3	Core Catholic Principles and Values- The Common Good
Term 4	Programming for Essential and Viable Curriculum - Religion

4.0 School Policies

4.1 Enrolment Policy

The Diocese of Armidale adheres to the policy as endorsed by the Bishops Commission for Catholic Schools 'Enrolment Policy' 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 *School's website* [stmarysguyra.catholic.edu.au](https://www.arm.catholic.edu.au) and the Armidale Catholic Schools Office website at <https://www.arm.catholic.edu.au>

4.2 Pastoral Care Policy

Jesus Christ and his teachings are the basis of all we do at St Mary of the Angels Primary School. Christ's teachings therefore should relate to how our staff develop student self-discipline. We believe in a holistic approach to individual development. Such an approach aims to develop the intellectual, physical, emotional, social, aesthetic, moral and spiritual dimensions of a child. We aim to bring this about in our school by promoting self-worth and by encouraging each individual to answer to one's self for one's own actions.



All people attending St Mary of the Angels Primary School have the right to be treated:

- justly
- respectfully
- fairly

No changes were made to the 'Pastoral Care Policy' this year.

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

4.3 Student 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.

No changes were made to the 'Student Discipline Policy' this year.

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

4.4 Bullying Prevention and Intervention Policy

The Catholic Schools Office, Armidale has established a 'Bullying Prevention and Intervention 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 'Bullying Prevention and Intervention Policy' this year.

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

4.5 Complaints Handling Policy and Guide

The Diocese of Armidale has established a 'Complaints Handling Policy and Guide' which is implemented by our school. The rationale for this policy 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 policies.

No changes were made to the policy this year.

The full text of the policy may be accessed on the School's website stmarysguyra.catholic.edu.au or the administration office.

5.0 School Review and Improvement

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 2018

During 2018 we devoted much time and resources to the implementation of the Collaborative Inquiry Initiative. The Leadership Learning Team helped embed the 14 Parameters within learning across the school. Case management meetings were established to identify targeted students who would benefit from whole staff input into individual learning plans. Learning Intentions and Success Criteria were added to daily practice within classrooms.

St Mary of the Angels used Progressions to map achievement of students from Kindergarten to Year 2. Selected areas from literacy were used as a whole school focus to study data and set individual learning goals as they gained confidence with using the Progressions. This assisted in reviewing our practices for a more integrated approach to teaching spelling, grammar, punctuation and writing.

Core Catholic Principles and Values were more effectively communicated to our student and parent body, especially through school assemblies. The Religious Education Coordinator provided Professional Development on prioritising planning of learning units that focus on the most essential and viable knowledge required in the Religious Education Syllabus.

Priority Key Improvements for 2019

Improve and sustain a whole school approach to literacy scheduling and the teaching of writing. Continue to use assessment practices to pinpoint student learning needs, especially in literacy and numeracy, concentrating more on problem solving skills and rich learning tasks. Implement Compass as the first stage of the ONCE project, particularly for attendance, chronicles, events and reports.

Build Capacity, Pastoral Care and Wellbeing of all members of the school community. Core Catholic Principles and values are embedded into all Key Learning Areas so that they can be easily identified and articulated.

Religious Education Coordinator works more closely with teachers to explain, model and plan Religious Education units with greater depth and quality. Build capacity for students, staff and parents in ICT skills that are targeted to specific learning goals.

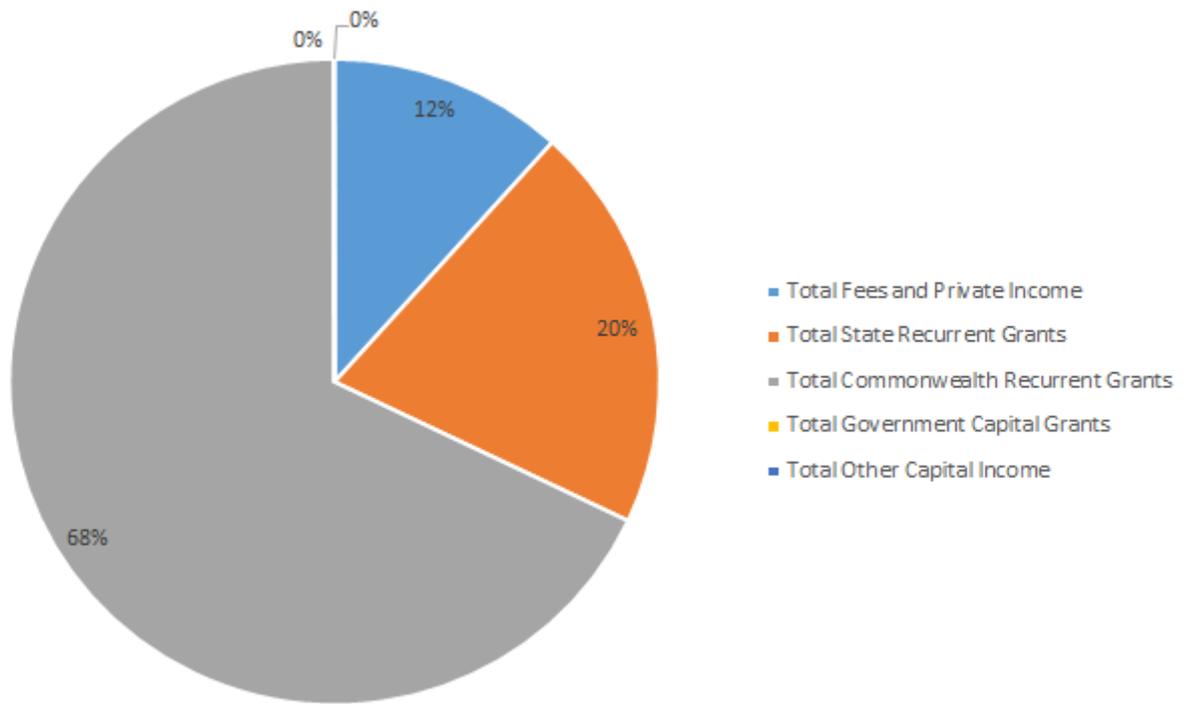
6.0 Financial Information

Catholic schools are accountable for all monies received. Each year, the Diocese of Armidale Catholic Schools Office submits to the Commonwealth Government a financial statement on behalf of the parish primary schools, K-10 schools and secondary colleges. This statement details the income and expenditure of each school. In addition, the financial accounts for each school and for the Catholic Schools Office are audited annually.

A visual summary of the income and expenditure reported to the Commonwealth Government for 2018 is presented below:



2018 Income - St Mary of the Angels Primary School, Guyra



2018 Expenditure - St Mary of the Angels Primary School, Guyra

