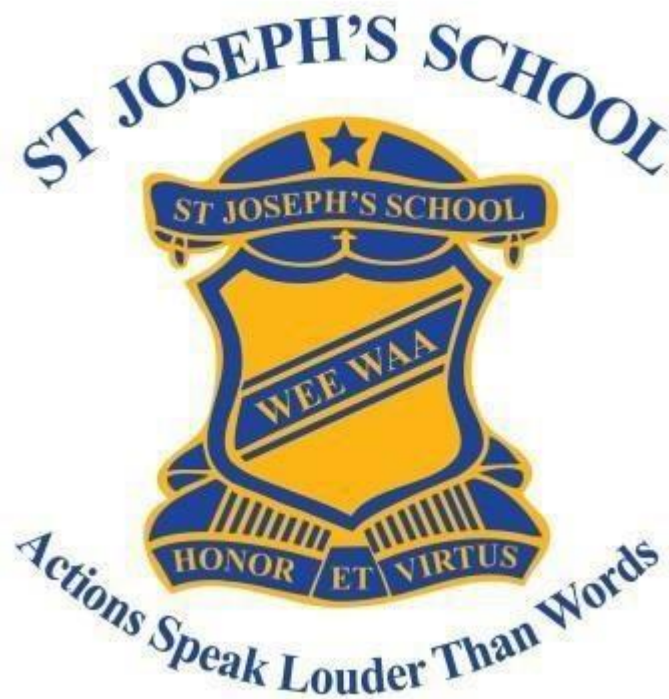


Annual School Report 2018 School Year

St Joseph's Primary School, Wee Waa



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Principal
Maree Holland

About this report

St Joseph's 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 6795 4038 or by visiting the website at stjosephsweewaa.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 Joseph's Primary School is indeed blessed to have such dedicated and enthusiastic people supporting the school.

The primary purpose of St Joseph's 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 Joseph's Primary School offers students a quality Catholic education based on the teaching of the Church and within the context of a strong faith community.

On behalf of St Joseph's Primary School, I am happy to present the 2018 Annual Report. St Joseph's Primary School offers students a quality Catholic education based on the teaching of the Church and within the context of a Professional Learning Community. This year, we continued to build upon our strong learning culture and fostered a commitment to the individual person. The school provided opportunities for academic, cultural and sporting achievement and student accomplishments were showcased via new social media avenues. There have been many people who assisted in the school's quest for excellence. In particular, special thanks are extended to the school staff and parent body for all their generous efforts. St Joseph's Primary School is indeed blessed to have such dedicated and enthusiastic people supporting the school.

Maree Holland
Principal

1.2 A Parent Message

The School Advisory Council consists of a Chairperson, Parish Priest, Principal, Secretary, Treasurer and representatives from the parish, staff and parent body. The School Advisory Council provides advice in the development of the school budget each year, reviews school policies and provides support and advice regarding maintenance of the school. Many activities were organised through the Parent & Friends Association throughout the year to support the school both financially and socially. The P & F had a successful year, running fundraising events such as a Mother's Day Stall, Father's Day Breakfast and the annual School Fete. This year, the P & F have funded the upgrade of the school canteen with the installation of new cabinetry and appliances. The commitment of the P & F Association provides support to the students of St Joseph's in many ways, including the purchase of resources, upgrading equipment and helping with the cost of excursions. The School Advisory Council and P & F Association are appreciative of the support received from school families and members of the wider Wee Waa community.

Mr Steve Carolan
Chairman
School Advisory Council

2.0 This Catholic School

2.1 The School Community

St Joseph's Primary School is located in Wee Waa and is part of the St Andrew's Parish which serves the communities of Wee Waa, from which the School families are drawn.

Last year the school celebrated 108 years of Catholic education.

The parish priest Fr James Poovathinkal MS is involved in the life of the school.



2.2 Catholic Life and Religious Education

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.

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The St Joseph's School community came together to celebrate a number of liturgies throughout the year. Whole school Masses were held to celebrate the beginning and end of the school year. Various feast days were celebrated such as St Joseph's and St Andrew's Feast Day. Holy Week activities were a significant element of the school's liturgical life as were the Sacramental Programs, including Reconciliation and Eucharist. As well as regular class and school prayer times, the children were involved in celebrating times of importance in the school and wider community, such as ANZAC Day and NAIDOC Week.

St Joseph's participated in the following social justice opportunities: Caritas Project Compassion, Catholic Mission, St Vincent de Paul winter and Christmas appeals. This year we welcomed the establishment of a Mini Vinnies committee at the school.

The school had regular communication with our Parish Administrator, Fr James, throughout the year. The Religious Education Coordinator organises the Sacramental Program for the Parish. Staff are rostered for reading and as Eucharistic Ministers at Sunday Mass.

Students in Year 6 in Catholic schools in the Diocese of Armidale undertake the Diocesan Religious Education 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.

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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	29

2.3 School Enrolment

St Joseph's 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	10	6	7	11	10	8	5	57	61
Female	8	8	8	6	7	10	6	53	57



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%	92.0%	93.0%	92.0%	90.0%	90.0%	92.0%	91.6%

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.	2
2.	Those teachers at the NESA Teacher Accreditation Proficient level.	7
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.	1
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.

St Joseph's prides itself on promoting respect and responsibility with high expectations placed on behaviour. School leadership is promoted by the school through the cultivation of Year 6 as school leaders. In 2018, St Joseph's Primary School continued its work with the Peer Support Leadership Program which saw our Year 6 students lead K-5 student groups on developing their knowledge and understanding of "Resilience." The school encourages the students to participate in community events. In 2018, St Joseph's students attended events such as ANZAC Day, Remembrance Day, Senior Citizen's luncheon, Grandparents Day, NAIDOC Week, House Days and the Wee Waa Show. Social competency is developed through the Buddy Program which ensures a safe and enjoyable transition for Kindergarten students and helps build relationships between the older and younger students. Positive learning behaviour is promoted, encouraged and celebrated via the weekly Recognition of Learning assemblies. Further recognition is celebrated when children are seen demonstrating the "Spirit of Jesus" in areas of their learning, both inside and outside the learning environment.

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

An independent organisation was engaged to survey parents with regards to their level of satisfaction within the key areas of Catholic Ethos, Leadership, General, Teaching and Learning, Resources and the Improvement Process.



Student Satisfaction

An independent organisation was engaged to survey parents with regards to their level of satisfaction within the key areas of Catholic Ethos, Leadership, General, Teaching and Learning, Resources and the Improvement Process.

Staff Satisfaction

An independent organisation was engaged to survey parents with regards to their level of satisfaction within the key areas of Catholic Ethos, Leadership, General, Teaching and Learning, Resources and the Improvement Process.

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 Joseph's Primary School is committed to providing a quality education that meets the needs of all students.

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.

St Joseph's Primary School uses a variety of assessment strategies at key points in the learning framework. There is a focus on formative assessment to inform teaching and self and peer assessment guided by success criteria. The school also participates in the nation-wide literacy and numeracy testing program which helps identify individual learning needs and the review of 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. The school also participated in the Best Start Kindergarten Assessment, MiniLit Program and MacqLit Program to support classroom learning.

St Joseph's Primary School 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.



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, 18 students presented for the tests while in Year 5 there were 18 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 Joseph's 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 Joseph's 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	State	School	State	School	State	School	State	School	State	School
Reading	30.3	38.9	23.9	27.8	22.5	5.6	13.8	11.1	5.9	5.6	2.0	5.6
Writing	15.2	5.9	30.0	41.2	29.5	29.4	15.6	23.5	5.4	0.0	2.9	0.0
Spelling	27.2	11.1	23.6	33.3	21.9	16.7	14.8	22.2	7.6	16.7	3.2	0.0
Grammar and Punctuation	32.1	22.2	24.4	38.9	18.2	11.1	13.2	5.6	7.4	16.7	3.0	0.0
Numeracy	18.4	11.1	23.7	16.7	26.6	27.8	18.8	33.3	8.6	5.6	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	State	School	State	School	State	School	State	School	State	School
Reading	16.7	16.7	22.4	11.1	26.6	22.2	20.0	16.7	9.5	11.1	3.3	11.1
Writing	4.0	11.1	12.3	5.6	30.4	22.2	30.3	38.9	14.5	11.1	7.3	11.1
Spelling	15.2	22.2	23.4	16.7	28.2	22.2	19.2	11.1	8.8	22.2	3.6	5.6
Grammar and Punctuation	15.7	27.8	22.3	5.6	28.1	16.7	18.5	16.7	9.3	16.7	0.0	5.6
Numeracy	11.6	11.1	19.2	11.1	29.0	16.7	25.0	38.9	11.1	16.7	2.6	5.6

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 development days this year with the areas of focus as follows:

Term 1	Numeracy in a Contemporary Learning Environment
Term 2	Catholic Principles and Values: The Common Good
Term 3	Change How You Teach Spelling - Best Practice for Word Study
Term 4	The Big Write: Assessment and Data Tracking

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* stjosephsweewaa.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 Joseph's 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 Joseph's 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 stjosephsweewaa.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 stjosephsweewaa.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 stjosephsweewaa.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 stjosephsweewaa.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

St Joseph's Primary School's priorities for 2017 include:

Implementation of the Collaborative Inquiry Initiative's (CII) 14 Parameters.

Implementation of a Leader of Pedagogy as an Instructional Literacy and Numeracy Coach.

Implementation of Jim Knight's Instructional Coaching Model for building staff's capacity around Literacy & Numeracy.

Implementation of a Working Mathematically Approach to Mathematics in Stage 2 (Year 3 & 4) and Stage 3 (Year 5 & 6) - iMaths

Implementation of a K-6 Approach to improving writing (The Big Write)

Continue to embed Words Their Way as a whole school agreed practice for improving spelling and writing.

Priority Key Improvements for 2019

St Joseph's Primary School's priorities for 2019 include:

Continue to embed the Non-negotiables of the Collaborative Inquiry Initiative (CII) with a specific focus on Learning Intentions, Success Criteria, Gradual Release of Responsibility and Quality Differentiation.

Continue to embed the Working Mathematically Approach to Mathematics in Stage 2 (Years 3 & 4) and Stage 3 (Years 5 & 6) - iMaths.

Continue to embed the 'The Big Write' as a K-6 Whole School Approach to improving Writing.

Continue to refine and embed the position of Leader of Pedagogy as an Instructional Literacy & Numeracy Coach as a high impact strategy for improving student attainment in Literacy & Numeracy outcomes.

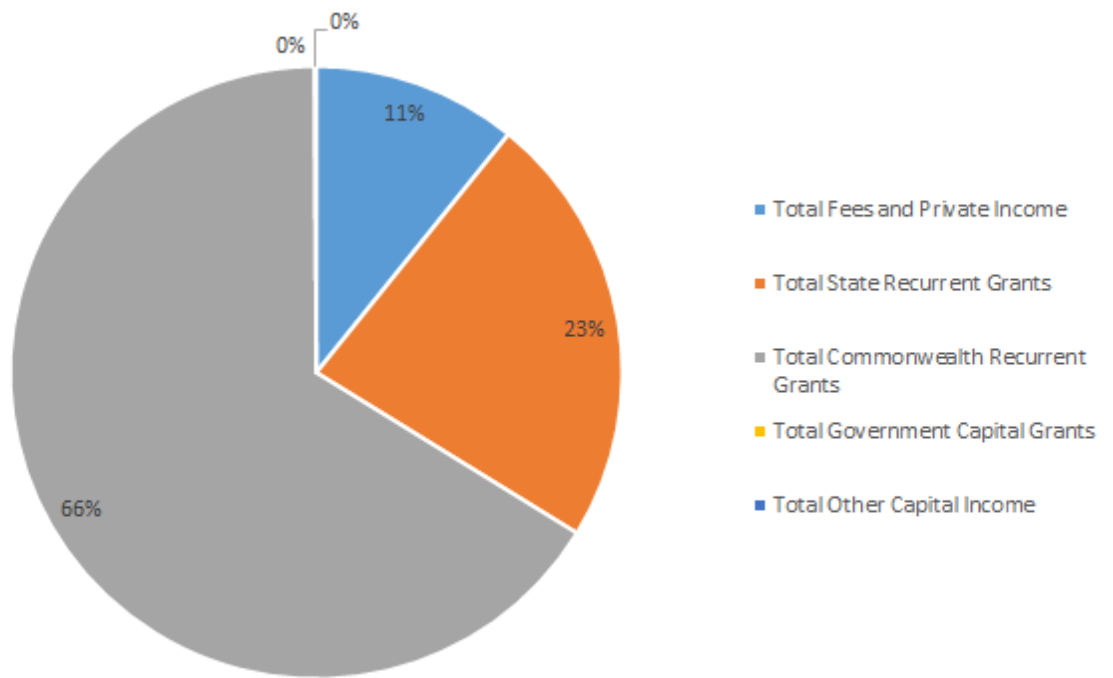
6.0 Financial Information

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 Joseph's Primary School, Wee Waa



2018 Expenditure - St Joseph's Primary School, Wee Waa

