

Holy Family Primary School Bathurst
Annual School Report to the Community
2015



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Principal

Mr Kevin Arrow

Principal's Message

Holy Family Primary School is a growing school, situated on the outskirts of Bathurst in rural NSW. The School, which was established by the Sisters of Mercy in 1979, is a co-education, K-6 Catholic Primary School within the Cathedral Parish and the Bathurst Diocese system of schools. Our school is committed to providing a comprehensive Catholic education in a caring, family focused environment. Aboriginal perspectives are an important part of our school based curriculum. We celebrate Catholic life and have a focus on Gospel values in the daily life of the school community. This report outlines some of the features of our year during 2015.

Parish Priest's Message

A great tradition of the Cathedral Parish is the starting the school year with a Mass for all in Catholic Schools. It gives us focus on the task ahead - that all the many elements that constitute our educational endeavours are underpinned by Jesus Christ, the mystery of God, and the strength and guidance of the Holy Spirit. We reaffirm that reality for each school community at our opening school Masses. These Masses and other liturgies that are celebrated during the year make explicit our recognition of our faith in Jesus Christ and our dependence on his grace and love. This nurturing of the spiritual dimension of students' lives is also woven into the daily life of our school. The values of kindness, fairness, compassion, and justice are witnessed by all members of the school community. The ongoing struggle for all of us is to be consistent in our living of these values. Sometimes we fail, and then that other crucial Christian value of forgiveness, has to be brought forth. While we learn a lot about God, revealed by Jesus, the challenge is to apply this in our relationships and in the places we live and interact with one another.

Fr. Paul Devitt

Parent Body Message

Holy Family P & F Association is an important parent body at the school. 2015 was a most successful year for the Holy Family School P & F Association. Our parent body supported the school in many ways. The Association provides support to the staff and is active in community building activities. This has been a continuous feature of the Association at the school for many years. As well, the P & F work hard to raise funds to support the recreational and learning programs at the school. In 2015, the major funding project for the school was the funding of curriculum resources & equipment to assist in the implementation of the new Australian Curriculum.

Student Body Message

Holy Family School student leadership includes School Captains, Sports Captains, Monitors and Peer Leaders. The senior students undertake leadership training initially in Year 5 and then again in Year 6. An important program conducted by the student leaders is the annual Peer Support Foundation Program. Year 6 students are group leaders for this Program which involves all the students at the school. During 2015, our student leaders had a most successful year at the school.

SECTION TWO: SCHOOL FEATURES

Holy Family Primary School is a Catholic systemic Co-Educational School located in Bathurst.

- **General Structure of the School:** During 2015, Holy Family School comprised 14 separate classes. This included two parallel classes in each of the seven graded classes from Kindergarten to Year 6. Specialist staff also take responsibilities to assist the 14 class teachers in providing a comprehensive education program for the students. Specialist staff assist in providing learning support, music education, information technology and library services.
- **Cathedral Parish:** Holy Family School is part of the Cathedral Parish of St Michael & John's Bathurst. Our school draws its population from the local area.
- **Motto:** Our school motto was formulated in 1979 when the school first opened. Our motto, 'Gathered in Love' has provided us with inspiration throughout 2015.
- **Curriculum Initiatives:** Holy Family School continued specific curriculum implementation during 2015. We introduced the Professional Learning Communities Program through the school in 2015. This included substantial training of staff during the year. Emphasis was given to the teaching of writing, grammar/ punctuation and spelling, as well as overall literacy and numeracy. The DIBELS (Dynamic Indicators of Basic Early Literacy Skills) Program was a continued 2015 priority K-6. Development of criteria referenced assessment strategies in teaching programs continued during 2015. A school specific Teacher Assessment Record Book was further modified and used in 2015. The use of digital technology via a well-equipped computer lab enhanced learning through 2015. The consolidated use of interactive whiteboards in all classrooms was a 2015 priority. Further professional development for teachers was also carried out to ensure implementation of IWB technology in classrooms. Aboriginal perspectives were extended into 2015 through our Aboriginal Education Program.

Student Enrolment

The School caters for students in Kindergarten to Year 6. Students attending this School come from a variety of backgrounds and nationalities. The following information describes the student profile for 2015:

Girls	Boys	LBOTE*	Total Students
175	206	0	381

* Language Background Other than English

Enrolment Policy

The school enrolment policy has been developed in the context of government, system and parish requirements. Children from families who are prepared to support the ethos and values of the Catholic Church may be considered eligible for enrolment. Total fees are made up of the Diocesan school fee, the Diocesan Family Building Levy and local fees and charges.

Detailed information about enrolment at the school is available from the school administration office.

Student Attendance Rates

The average student attendance rate for 2015 was 93.52%. Attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group	
Kindergarten	96.15%
Year 1	93.96%
Year 2	93.11%
Year 3	94.76%
Year 4	90.18%
Year 5	94.16%
Year 6	92.30%

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;
- 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;
- documented plans are developed to address the needs of students whose attendance is identified as being of concern;
- the Executive Director of Catholic Schools or designated Catholic Education Office Bathurst officer is provided with regular information about students for whom chronic non-attendance is an issue and for whom School strategies have failed to restore regular attendance.

SECTION FOUR: STAFFING PROFILE

The following information describes the staffing profile for 2015:

Total Teaching Staff*	Total Non-Teaching Staff	Combined Total
22	11	33

* This number includes 14 full-time teachers and 8 part-time teachers.

Percentage of staff who are Indigenous	3%
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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 Education Office Sydney. 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	Whole School Planning & Development
Term 2	Professional Learning Communities Program
Term 3	Professional Learning Communities Program
Term 4	Assessment & Reporting

Staff professional development is critical to the overall improvement of a school. Holy Family School continually focuses on the needs and requirements which lead to further improvement. Engaging staff in professional learning is a priority at our school.

Teachers were involved in many professional learning activities during 2015 including Australian Curriculum, Professional Learning Communities, Formative Assessment & Information Technology.

Teacher Standards

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

Teacher Qualifications		Number of Teachers
1	Those having formal qualifications from a recognised higher education institution or equivalent.	21
2	Those having graduate qualifications but not a formal teaching qualification from a recognised higher education institution or equivalent.	0

SECTION FIVE: CATHOLIC LIFE AND RELIGIOUS EDUCATION

Catholic Schools have a unique role in the evangelising and educating mission of the Church. As a key ministry of parishes and the diocese, Catholic schools encourage and support parents in their responsibility for the faith formation of their children. This formation is supported by prayer and opportunities to participate in the life, mission and liturgy of the broader Catholic community.

The School follows the Diocesan Religious Education Curriculum and uses the student textbooks *To Know, Worship and Love*, as authorised by the Bishop of Bathurst.

- **Religious Education Program:** During 2015 'The Christ We Proclaim' series formed the core teaching resource for Religious Education in all K-6 classes at Holy Family School. The series is arranged in units of teaching and is based on contemporary approaches to the teaching of Religious Education.
- **School Vision, Mission & Values:** Holy Family School is committed to providing a comprehensive Catholic Education in a caring, family focussed environment. The school seeks to centre on the example of Jesus Christ. We strive to create an environment which enables the individual to strive for their full potential.
- **Prayer & Liturgy:** Fr Paul Devitt was Dean of the Cathedral & Fr Owen Gibbons our School Chaplain during 2015. During the year, the school celebrated a Teachers' Commissioning Mass, Opening & Closing Year Masses, as well as liturgies for Ash Wednesday, Holy Week, Mothers' Day, All Saints Day, International Day of Peace, Christmas Novena and ANZAC Day.
- **Pastoral Care:** Pastoral care is a shared responsibility for everyone at Holy Family School. Our priests, teachers, parents, ancillary and support staff and especially our students all contribute to the climate of pastoral care at the school. The school has a specific Pastoral Care Policy which is regularly reviewed. Important notes about pastoral care and our anti bullying approaches are on our website.
- **Staff & Student Formation:** Staff attended a combined Parish Commissioning Mass to support the 2015 school year. Weekly staff prayer is well attended by staff. 'Peer Support Foundation' programs and 'Marist Restorative Practices' programs were also offered and extended at the school during 2015.
- **Charitable Programs:** During 2015, the school community generously supported Catholic Mission and Caritas Australia. We especially supported the Nepal Earthquake Appeal in 2015.
- **Sacramental Programs:** The Cathedral Parish Sacramental Program has been an important aspect of our school's Religious Education Program in 2015. The program supports the parents of our school. The program includes: Confirmation – Year 6, First Eucharist – Year 3, Penance – Year 2.

Students in Years 6 and 8 in Catholic schools in the Diocese of Bathurst 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)	
	31.55

Further information about the Archdiocesan Religious Education Curriculum and the RE Tests may be accessed at the [Religious Education and Evangelisation](#) site on the Catholic Education Office Sydney website.

SECTION SIX: CURRICULUM

The school provides an educational program based on, and taught in accordance with the BOSTES 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 Education Office Bathurst. School effectiveness is monitored by the Quality Catholic Education self review process and through regular school reviews conducted by CEO personnel. Staff members are committed to continuous improvement of teaching and learning in all facets of the curriculum.

- Holy Family School is registered by the NSW Board of Studies. The school provides tuition in the following Key Learning Areas: Religious Education, Mathematics, English, Science & Technology, Human Society & Its Environment, Creative Arts, Personal Development Health & Physical Development.
- A learning support program exists at the school to assist students needing extra help with literacy and numeracy. Specialist staff coordinate this program to support the work of the class teacher.
- In 2015 the school extended an Aboriginal Education Worker Program. Achievement outcomes for Indigenous students were assisted. Aboriginal perspectives in our curriculum were developed and extended in 2015.
- Class teachers facilitate extension and enrichment activities for students.
- School teams of Year 5 / 6 students competed in the 'Mighty Minds' enrichment day.
- A dinosaur science show visited for a day of interactive workshops in 2015.
- A school choir is available for student participation.
- Our School Band forms part of our overall music program.
- School sports teams participate in local gala days or competitions for rugby league, rugby union, netball, soccer and AFL
- The school supports and is involved in a representative sports program.
- A comprehensive computer laboratory operates at the school. All classes are involved in lessons in the lab. Computers including laptops and iPADS are used across the school. A fibre optic wiring and a wireless network supports the school digital learning environment.

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 2015		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 3	Grammar and Punctuation	66.00%	52.00%	0.00%	11.00%
	Reading	59.00%	48.00%	4.00%	11.00%
	Writing	79.00%	47.00%	4.00%	7.00%
	Spelling	54.00%	41.00%	5.00%	15.00%
	Numeracy	50.00%	34.00%	5.00%	15.00%

NAPLAN RESULTS 2015		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 5	Grammar and Punctuation	56.00%	36.00%	4.00%	17.00%
	Reading	50.00%	34.00%	13.00%	18.00%
	Writing	29.00%	19.00%	10.00%	18.00%
	Spelling	48.00%	33.00%	8.00%	15.00%
	Numeracy	39.00%	28.00%	12.00%	16.00%

Student Welfare Policy

Holy Family School is active in the area of student welfare. Details regarding student welfare are available in the School's Pastoral Care / Student Welfare Policy. The Religious Education Coordinator is responsible to the Principal in ensuring that this policy is implemented and updated at the school.

Our welfare policy also includes implementation of the NSW Peer Support Foundation Program. In 2015 it was implemented over Terms 1, 2 and 3. Our 'Care Groups' led by our Year 6 leaders are an excellent way to vertically group the school. 36 groups were formed in 2015.

Our approach to student welfare also includes a proactive, anti-bullying policy. This forms part of our over Behaviour Management & Discipline Policy.

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.

Discipline Policy

Holy Family School's Discipline Policy is incorporated in the overall Student Behaviour Management & Discipline Plan. The policy intends to progressively develop self-discipline within each child. At Holy Family we strive to assist each student to: Learn to accept responsibility, show respect for others and their property, cooperate with each other, and show care for others.

Holy Family School reinforces the view that every child has the right to learn. Our fundamental rights for students and staff include: The right to learn, the right to feel safe, the right to be treated with dignity and respect.

Our policy intends to develop a school environment that encourages students to: Develop positive self esteem, respect the rights and dignity of others, build workable relationships, own their behaviour, and accept consequences of behavioural choices.

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

Anti-Bullying Policy

The Diocese of Bathurst has established a *Discrimination, Harassment and Bullying Policy* which is used to guide the school's Anti-Bullying Policy. 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 Education Office (CEO) monitors the implementation of this policy as part of school compliance requirements. No changes were made to the policy this year.

The full text of the *Anti-Bullying Policy* may be accessed at the administration office.

Complaints and Grievances Resolution Policy

The Diocese of Bathurst has established *Guidelines for the Management of Complaints* which is implemented by our school through the Complaints Policy. The rationale for the 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 Education Office (CEO) monitors the implementation of this policy. No changes were made to the policy this year.

The full text of the *Complaints Policy* may be accessed on the School's website, or the administration office.

Initiatives Promoting Respect and Responsibility

Holy Family School values the promotion of respect and responsibility within the climate of the school. Programs assisting the promotion of respect and responsibility in 2015 include:

- Peer Support Foundation Program
- Religious Education Program
- Extension of the Aboriginal Education Worker Program
- Teacher addresses to students and assemblies and in classrooms
- ANZAC & Remembrance Day reflections, lessons & liturgies
- School emphasis on developing social skills in students
- School community events eg Mothers' Day 'Movie With Mum Night', Fathers' Day 'Big Breakfast'
- Senior student attendance at Parish Anointing Masses through the year

SECTION NINE: QUALITY CATHOLIC EDUCATION

The School implements the Catholic Education Office Bathurst Quality Catholic Education Framework which outlines the processes and benchmarks for creating the culture and practice of continuous improvement with students as the focus.

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. The School engages in an annual evidence-based evaluation of its effectiveness against standards in collaboration with the School Consultant.

Key Improvements Achieved in 2015

Holy Family School operates under a Strategic School Plan each year. This outlines the improvement targets and priorities at the school for the year. During 2015 these included:

- * Implementation of the Professional Learning Communities Program
- * Continued implementation of the new Australian Curriculum
- * Development of school - parish links
- * Continued implementation of the Diocesan RE Accreditation of Staff requirements
- * NAPLAN Improvement Plan
- * Staff collaborations & PLT professional discussions
- * Development of PAT & DIBELS testing programs
- * Extension of our digital learning capabilities and especially use of iPADS in education
- * Introduction of School App and School Facebook page as digital communication for the school

Priority Key Improvements for 2016

Holy Family School includes the following priorities as part of the overall improvement plan for 2016:

- * Extend the celebration of catholic Life at the school
- * Continue the introduction of the Teacher RE Accreditations at the school
- * Implementation of the new History & Geography Curriculum documents into teaching programs
- * Extend use of Professional Learning Teams at the school
- * Extend the Professional Learning Program at the school
- * Develop a new Library Program linked to class programs across the school
- * Undertake an extensive School Review facilitated by the Catholic Education Office

SECTION TEN: 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

Through 2015, parents demonstrated a high level of support towards the school. The parent representative body strongly supported the school with much appreciated fundraising. Large parent attendance at events such as parent teacher grade nights, parent teacher interviews, and the end of year 'Family Night' celebration indicated strong support to the school.

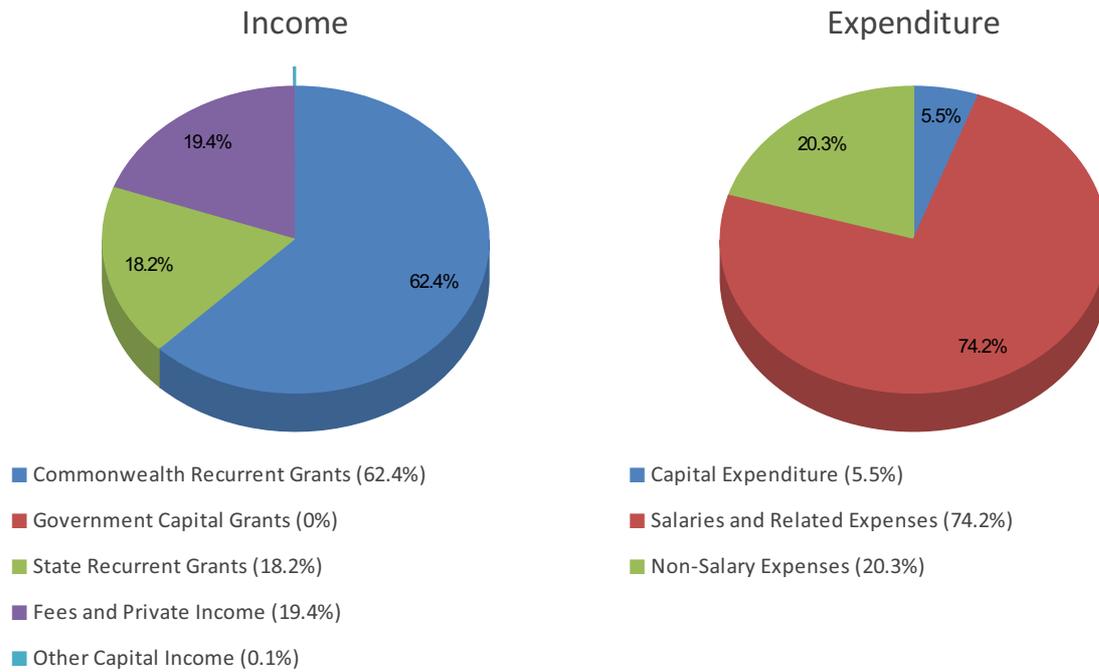
Through 2015, the school experienced high demand for enrolment places in all classes at the school. This is an indication of high regard for the school and high satisfaction level from parents.

Student Satisfaction

Through 2015, students expressed a high level of satisfaction towards the school. At school and inter-school sports carnivals a wonderful expression of school spirit was evident. Students also represented the school very positively at other events throughout the year. At the end of the year, graduating Year 6 students and their parents expressed wonderful support to the school as they finished their primary schooling.

Teacher Satisfaction

Through 2015, teachers and staff worked with great energy and enthusiasm for the good of the school. Teachers worked enthusiastically at meetings, professional learning days and staff meetings. Teachers attended many extra curricula events to show their support and satisfaction towards the school. Throughout the year the school received a significant amount of positive feedback from parents about the quality of our teachers and staff.



This School Financial Information is based on the detailed information provided to the Commonwealth Government in the Commonwealth Financial Questionnaire.

Notes

1. Commonwealth Recurrent Grants include 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 and special purpose grants.
4. Fees and Private Income include school based fees, excursions and other private income.
5. Other Capital Income includes capital funded through the central Capital Fund.
6. Capital Expenditure includes expenditure on School Buildings, and Plant, Furniture and Equipment.
7. Salaries and Related Expenditure include 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.