

St. Mary's Primary School Dubbo
Annual School Educational and Financial Report
2013



Address: 25A Wheelers Lane
Postal Address: PO Box 4141
Telephone: 02 6882 4790
Facsimile: 02 6884 4525
Website: www.stmarysdubbo.nsw.edu.au

ABOUT THIS REPORT

St. Mary's Primary School Dubbo is registered by the Board of Studies (NSW) and is part of a system of schools managed by the Catholic Education Office (CEO), Bathurst. The CEO, Bathurst is the 'approved authority' for the Registration System formed under Section 39 of the NSW Education Act 1990.

The Annual School Educational and Financial Report for this year provides the school community with reliable and objective information about school performance measures and policies, as determined by the Minister for Education (NSW) in conjunction with requirements of the Minister for Education, Employment and Workplace Relations.

This Report also outlines information about initiatives and developments of major interest and importance to the school community during the year, and the achievements arising from the implementation of the school's Annual Improvement Plan.

Accordingly, this Report demonstrates accountability to the school community and the CEO, Bathurst.

This Report complements and is supplementary to school newsletters, yearbooks and other regular communications. This report will be available on the school and CEO websites by 30 June 2014 following its submission to the Board of Studies.

Further information about the school or this report may be obtained by contacting the school on 02 6882 4790 or by visiting the website at www.stmarysdubbo.nsw.edu.au.

PRINCIPAL'S MESSAGE

On behalf of our school community, I am happy to present the 2013 Annual Report. I firmly believe that St Mary's is a wonderful school and our school vision statement is evident in all aspects of school life. Our school has a strong culture with a focus on learning and living out the gospel values. I commend all the staff, parents and students for their efforts and hard work during 2013.

Between the day to day learning in the classroom, there were a number of extra-curricular activities that took place throughout the year. The Sacramental Programs, Liturgies, the Dubbo Catholic Schools Debating Competition, Fun Fair, Eisteddfod, Sporting Competitions and Carnivals, Peer Support Program, School Band Concerts, Numeracy and Literacy Support Programs, Tutor Reading Program, Grandparents' Day, Excursions, Working Bees, The Gerard Yeo Shield, etc. All of these activities have been important and valuable and I am thankful to the staff and parents who have coordinated and organized them.

2013 has been a very exciting year. I commend the Parents and Friends Association for their hard work and dedication in supporting our school and the teaching and support staff for their professionalism, dedication and care and always working together to achieve the best learning outcomes for all students.

As Principal I am thankful to all members of our school community for your support, involvement and hard work. May we continue to live our school motto "Christ is My Light" by our words and actions?

Mr John Wagner
Principal

PARISH PRIEST'S MESSAGE

St Brigid's Parish is very fortunate to have within its boundaries five Catholic Schools;

- St John's Catholic Primary, Sheraton Road, Dubbo East;
- St John's Catholic Secondary College, Sheraton Road, Dubbo East;
- St Laurence's Catholic Primary, Tamworth Street, South Dubbo;
- St Mary's Catholic Primary, Wheelers Lane, Dubbo North;
- St Pius X Catholic Primary, East Street, West Dubbo.

It is easy to forget the vital role of the Catholic education system which, alone for almost a century, has upheld the right of parents to a faith-based education for their children. Over this time many parents and parishioners have made great sacrifices to build this system.

The winning of "state aid" in the 1960's ensured that this right could be enjoyed by all parents – not just Catholics – and an increasing number of Australian families are its beneficiaries. Catholic schools and institutions must reflect the moral and religious principles on which they were established – universities, schools and hospitals – must be "genuinely Catholic" and conform to official teaching on "respect for human life, marriage and family and the right ordering of public life."

As we acknowledge the help and financial support of government we must always maintain that independence which allows us to see that the "utmost importance" in Catholic institutions is that we be "Catholic in our self-understanding and Catholic in our identity." John Paul II

This remains the great challenge facing Catholic institutions in Australia today. As Catholic Schools operating within the Catholic Parish of St Brigid's we are called to work ever more assiduously to embrace the Gospel message of Christ and his teaching as passed on to us through His Church and

to reflect these values in every aspect of our school life. We thank our teachers and staff for taking the Gospel imperative to teach the truth in its fullness.

Regards,
Fr Mark McGuigan
Parish Priest

MESSAGE FROM PARENTS and FRIENDS ASSOCIATION

2013 St Mary's P & F Report

We started 2013 with a Welcome BBQ held at the Dubbo City Bowling Club early in the new school year. The intention of this event was to provide a friendly and informal setting where new and existing families could get together to welcome the new members to the St Mary's community.

This event was well attended with adults and children all enjoying the friendly atmosphere. As well as providing new families with the opportunity to get to know others in the school community it also was an opportunity to participate in a P & F event.

During the year a group of fathers, led by P & F Vice President Rod Campbell, constructed a toy car race track in the playground. This new facility was eagerly anticipated by dozens of toy car racing enthusiasts who had been taking their cars to school but until this project was completed did not have a suitable racing venue.

The new race track included a concrete road surface and tyre arch bridges. I would like to thank all of the parents and children who assisted with this project. Depending on future demand, duplication or an extension to this may be required as I understand that it is often at capacity during lunchtimes. A big thank you also to Bunnings Dubbo who kindly donated the materials for the project.

The Fun Fair was again the major P & F fundraiser for the year. This is a major undertaking to ensure that the day runs smoothly and that there are plenty of stalls to provide an entertaining experience. Thanks to the many parents and helpers involved in this successful event, I know it is a highlight for many of the children.

St Mary's is blessed to have a wonderful group of involved and generous parents and friends who give much of their time to contribute to the numerous events and activities throughout the year. Some of these are formal P & F events and others are just part of the daily routine of the school year. Thank you to all of those parents who contributed in any way to enriching the school community during 2013. Our school would not have the lovely community feel that it does without these contributions.

I would also like to encourage people to attend the P & F meetings when possible. The committee requires minimum attendances to be able to function effectively and it also benefits from input from a wide range of people. The committee is conscious that sometimes people are reluctant to attend these meetings as they are worried they will get stuck with a job. The committee is aware of this and would like to see more people attend our meetings to provide their input and not load them up with new jobs.

Finally I would like to record my appreciation for the members of the P & F Committee for 2013: Treasurer Toni Windsor, Secretary Johnine Griffith and Vice President Rod Campbell. I have greatly valued their work and assistance throughout 2013.

Jeremy Fewtrell P & F President 2013

STUDENT LEADER'S MESSAGE

St Mary's Dubbo is a school full of opportunities. Our staff undertake numerous things to help us as students reach our full potential and feel good about ourselves. With kind and dedicated staff the students can conquer many challenges such as the Gerard Yeo Shield in which our school won in 2013.

St Mary's has many leadership programs such as the peer support program, the buddy system, daily fitness program and the student leadership program to assist all the Year 6 students learn to be leaders to our peers and to be role models to the younger students. All Year 6 students are assigned to a ministry which play an important leadership role in the school. These ministries include the Environment, Religion, Sport and Recreation, Social Welfare, Public Relations and Communication and Playground Health & Safety.

At St Mary's the students develop their many talents and achieve high levels in numerous activities. Some of our achievements in 2013 included: the Super 8s cricket teams who will participated at the SCG in Sydney; our debating team who gained second place in the Dubbo Catholic Schools Debating Competition, our school band were awarded a gold medal at the NSW School Band Festival and eleven students competed in NSW State sporting events. We had 2 students from Year 6 who won the Dubbo RSL writing competition and we also had 6 students participate in the Diocesan Academic Challenge at James Sheehan High School.

St Mary's is a fantastic school to be in and you get to make many new friends. St Mary's provides many opportunities in sport, academic and cultural activities and you learn to develop positive relationships with your peers.

Student Leaders - Kacey Crisante and Cory Tran

CATHOLIC IDENTITY

School Vision, Mission and Values

School Vision Statement – "St Mary's Primary strives to be a welcoming Christ-centred community that promotes a quality holistic education and trusting relationships in a caring and supportive environment".

Mission Statement

At St. Mary's Primary School we are committed to a positive learning environment, positive relationships and pastoral care, quality education, catering for the individual, ongoing professional development, a sense of community, Christ centred education, equipping students for life-long learning, effective leadership and fostering the development of individuals to live responsible and productive lives within society.

We celebrate our life with Christ, the love of Christ, liturgy, mass, sacraments, feasts days as part of the faith tradition, the individual, student effort, development, personal growth and achievement, being a Catholic community, our global connections, learning and St. Mary's history, traditions and hopes for the future.

We value our faith, quality education, positive relationships – students, families, school, and parents as first educators, sense of community, individuality and dignity of all, tradition – school and religious links with Parish.

The Values for Australian Schooling are displayed and promoted within the school.

Prayer and Liturgy

- Staff gather once a week for prayer.
- Children pray regularly throughout the day. Teachers may use prayer resources such as the school Scope and Sequence for Prayer, "We Pray as One" or "Daily Prayer under the Southern Cross".
- Liturgies are usually held in the new school hall or around the cross at the front of our assembly area which serves as a gathering point and prayer focus. We endeavour to make this cross a sacred space through the consistent use of sacred symbols; the cross, the bible, the school candle and banners and liturgical cloths which are relevant to the particular liturgy.
- Every grade is responsible for preparing liturgies throughout the year. Some liturgies may be prepared and presented by our Year 6 Religion Ministry. Special liturgies are held to celebrate a special event, feast day or purpose such as Easter, Advent, the Missions, St. Mary's Birthday, NAIDOC Week, Remembrance Day etc. The need for different liturgies may arise throughout the year and they are the responsibility of the Religious Education Coordinator.

Pastoral Care and Social Justice

St Mary's aims to provide pastoral care through the following strategies;

- Buddy System Year 6 & K, Year 5 & Year 1. The senior students in our school are given a younger buddy. They work together on occasional classroom activities and share lunch together once a term.
- Community visits by each grade to a range of aged care and specialist care facilities around Dubbo.
- The Restorative Justice Program which is used as the basis of our discipline policy.
- Daily Prayer in the Classroom.
- The Gospel values are a focus of our school and are actively promoted at a classroom and whole school level.
- Referral to Centacare for children who are experiencing problems which require one on one support.
- Staff that are in need of counselling or critical incident debriefing also have access to the services available at Centacare under the Employee Assistance Program.

Student and Staff Formation

Students from Years 3 to 6 attend retreats aimed at strengthening peer relationships, building self-esteem, team work, social skills and leadership skills.

Year 3 – Friendship Day (Term 4)

Year 4 – Self Esteem Day (Term 4)

Year 5 – Leadership Camp (Term 3)

Year 6 – Leadership Day (Term 1)

- Each week St Mary's Primary sets aside time for the purpose of staff prayer.
- Staff participated in their annual staff retreat conducted by Fr. Greg Kennedy in April 2013.
- Members of staff always take the opportunity to attend religious in-services that are organised by the Catholic Education Office.
- In 2013 twelve teachers possessed formal qualifications in Religious Education from a University with the highest being a Masters of Religious Education.

Religious Education Program & Integration of Catholic Values Across the Curriculum

- Religion is formally taught daily in lessons that range from 30 to 40 minutes in duration.
- Catholic values encompass all of our teaching and learning activities across all Key Learning Areas throughout the school day.

- The curriculum for religion lessons comes from the Diocesan Religious Education Curriculum which was implemented by the Bathurst Catholic Education Office in 2012.
- In 2013 resources for the “Godly Play” strategies were produced for our Kinder to Year 2 classrooms.
- Teachers undertook a self-review process on Religious Education focusing on the components; Staff Development in RE, Teaching RE and the RE program as part of the Diocesan Quality Catholic Education Framework.

Sacramental Programmes & Involvement of Activities.

- St Mary’s students prepare for their sacraments through a parish based sacramental program for Reconciliation, Eucharist and Confirmation. In this way the students of St Mary’s undertake their sacramental preparation with children from the St Brigid’s Parish encompassing the Catholic and State schools in Dubbo.
- 58 Year 6 students completed the Diocesan Religious Education Test in June 2013. Results: 1 High Distinction, 16 Distinctions, 26 Credits and 15 Participation.

Parish Contact Details

St Brigid’s Church
 Brisbane St Dubbo
 Phone: 6882 4233
 Fax: 6884 0369

SCHOOL FEATURES

General Structure of the School

St. Mary’s is a two streamed Kindergarten to Year 6 School totalling fourteen classes located in central west of NSW. At the time of the School Census (August 2013) the student population was 419 with 179 students in K-Year 2 and 240 students in Years 3-6. There were also 25 Teaching staff and 17 non-teaching staff employed in the school. Our school is an integral part of St Brigid's Parish. Catholic values and traditions are taught in a formal religious education program and are a guide for all that we do throughout the school.

Pastoral Care Initiatives and Programs

In 2013 St Mary’s undertook the following pastoral care initiatives:

- Buddy System Year 6 & K, Year 5 & Year 1. The senior students in our school provided friendship and support for a younger buddy.
- The Peer Support Program which operated for all students from K-Year 6.
- Children who experienced problems and who were in need of further counselling were referred to *Centacare* under a program initiated by the CEO.
- Staff that were in need of counselling or critical incident debriefing also had access to the services available at Centacare under the Employee Assistance Program.

Curriculum Initiatives

2013 focussed on Literacy and Numeracy by consolidation of the Literacy Support Program and the Numeracy Support Program to support targeted students in Years 1 & 2. Spelling continued to be a focus with Spelling in context and grammar. A school and Bathurst Diocesan Spelling Competition were also introduced in 2013. Teachers participated in 2 days professional development on Spelling by David Hornsby.

Four teachers attended the “Reading to Learn” professional development course. Much professional dialogue by teachers took place at staff meetings with further consolidation of the R2L strategies in the classroom to improve student learning.

The school again implemented the DIBELS (Dynamic Indicators of Basic Early Literacy) literacy assessment program K-Year 6.

Teachers also implemented teaching and learning strategies to support students following results of the 2012 NAPLAN and Year 1 Diocesan Numeracy/Literacy Testing Program.

Teachers participated in a number of in-service sessions planning and familiarisation of National Curriculum with a particular focus on the National English syllabus.

Personalised Learning Plans for Indigenous student again took place in 2013. Formal meetings took place each semester involving the class teacher, Aboriginal Education Worker, indigenous students and their parents.

Teachers undertook a self-review process on Student and Their Learning as part of the Diocesan Quality Catholic Education Framework. Three components – Student Needs, High Expectations and Student Engagement were reviewed and recommendations for change were recorded and implemented.

The Multilit and PreLit Literacy Programs were implemented again in 2013 and with financial support from the Catholic Education office seven teacher aides were employed for a total of 40hrs/fortnight to assist ten indigenous students complete the program.

Two teachers and three teacher aides completed the QuickSmart Maths Course. This Maths remedial program was implemented to assist a number of students in Years 4-6.

The Mathletics computerised Maths Program was implemented in the Years 1 - 6 classes and a whole school approach to daily Physical Education was again implemented in peer support groups including perceptual motor/brain gym.

A new K-6 Music Program was implemented using the interactive whiteboards in each classroom.

Staff completed Modules 1, 2 & 3 of the Contemporary Learning Program introduced by the Catholic Education Office.

New computers were installed in Years 1 & 2 classrooms, Ipads were introduced in the Kindergarten classrooms and Laptop computers on a mobile trolley were provided to our Years 3 & 4 classrooms to enhance the learning opportunities of our students. Ongoing professional development and ongoing support in ICT was provided for staff by the Catholic Education Office and Sammat Education.

Facilities

We are constantly upgrading our school facilities to ensure that we are providing our students with the tools that they need in order to thrive in the 21st century. The two large Covered Outdoor Learning Areas and Multi-Purpose Hall provide excellent opportunities to enhance student learning.

We have a basketball court, cricket nets as well as large open playing fields and large play equipment and a huge sandpit for the younger students. The garden club consisting of interested students maintained our vegetable garden, compost bin and the worm farm.

We have a passive play area that has seats and is in a quiet, shady area of the school. We have a school canteen that operates five days a week. This is a healthy canteen and operated with the assistance of parent volunteers and a canteen manager.

In 2013 the back playground was upgraded with turfing and with the support of a number of enthusiastic dads and the P & F Association a mini car track was erected in the middle playground.

Ipads were introduced in Years 1 & 2 classrooms and more Ipads were purchased to add to the current Kindergarten stock. Ongoing professional development and ongoing support in ICT was provided for staff by the Catholic Education Office. Cloud technology was introduced to staff with inservice provided by the ICT Consultant Vicki Vance from the Catholic Education Office.

An electronic skite sign was also erected in the front playground to replace the existing sign.

ENROLMENT POLICIES AND PROFILES

The essential requirement for enrolment and continuing enrolment is adherence to school policies, full participation in the Catholic practices of the school and that parents/guardians provide supporting documentation when enrolling their child. Enrolment is determined by the following criteria:

- Siblings of Catholic children already enrolled in a Dubbo Catholic school.
 - Siblings of non-Catholic children enrolled in a Dubbo Catholic school prior to 2003.
 - Baptised Catholic children of practising Catholic parent(s)/guardian(s).
 - Catholic children of non-Catholic parents.
 - Children baptised in other denominations or faith traditions. Children who are not baptised are considered for enrolment if there is a vacancy in the school and provided parents have had a meeting with the Parish Priest.
- ❖ Key elements of the school's enrolment policy include the criteria for enrolment and the enrolment process. Regular communication takes place with the Parish Priest and Principals of the other three Catholic Primary Schools at various times but, in particular, during the Kindergarten enrolment period.

The full text of school enrolment policy may be accessed via the school office or on our school website. Go to www.stmarysdubbo.nsw.edu.au and follow the prompts. Enrolment packs are available by contacting the school office on 02 6882 4790.

There were no changes made to the enrolment policy during the year.

School Profile

St. Mary's School is a rural school located in central west NSW. The school opened in 1910 on the corner of Macleay and Bourke Streets, North Dubbo and was staffed by the Sisters of Mercy. The school was moved to new classroom buildings further north in Bourke Street in 1961. From 1969-1974 St Mary's School was staffed by the Daughters of Charity.

St Mary's School relocated to Wheelers Lane in 1982 as an Infants School and began expanding to a Primary School in 2001. Since the beginning of 2001 the school has experienced a major shift in its structure with a gradual growth of two classes per year to become a full primary school K-Year 6 in 2004. The school is part of St Brigid's Parish and uses the St Brigid's Church for special Masses. Fr. Mark McGuigan is the Parish Priest and our School Chaplain.

At the time of the School Census (August 2013) there were 419 students enrolled at St. Mary's Primary School consisting of 215 male students and 204 female students. 17 students received integration funding, 41 students were identified as Indigenous and 23 students spoke a language other than English at home.

The breakdown of students by grade was as follows:-

Kindergarten - 62, Year 1 – 58, Year 2 – 59, Year 3 – 60, Year 4 – 54, Year 5 – 66, Year 6 – 60.

STUDENT ATTENDANCE AND RETENTION

Attendance Rates

Year Group	Attendance Rate
1	94.30%
2	93.44%
3	93.42%
4	95.68%
5	93.77%
6	93.46%
Whole School	93.98%

The School processes for managing non-attendance are as follows:

- a) Teachers record students if they are absent from school in their class roll.
- b) If a parent/guardian has not forwarded a note after 2 days explaining why their child is absent from school teachers are asked to send a reminder note with the child concerned. If notification isn't received the principal will follow up unexplained absences with a phone call with the family concerned.
- c) 7-12 days absence - a phone call with the family concerned and follow up letter with parents if absences continue. Meeting arranged with parents to discuss absences.
- d) 13-20 days absence – daily phone call from principal to parents followed by registered letter to parents regarding attendance and referral to counsellor if appropriate.
- e) 21-25 days absence – Catholic Education Office is informed. Parents contacted and Action Plan agreed by school stakeholders.
- f) 26-30 days absence – registered letter sent to parents, daily phone call.
- g) After 30 days absence – letter to parents from Executive Director of Schools advising that the system has reported to Department of Education and Community Services.
- h) If a teacher notices unusual or continuing absences they notify the Principal who will notify parents and/or guardians of poor attendance and will work out ways to address unsatisfactory attendance. The unsatisfactory attendance information will be transferred to the student's file.
- i) Where the destination of a student is unknown the principal will notify the Catholic Education Office and Police of the students name, age and last known address.

SCHOOL CURRICULUM

Our school follows the syllabi set out by the NSW Board of Studies. The six Key Learning Areas in the Primary School Curriculum in New South Wales are: English, Mathematics, Science & Technology, Human Society & Its Environment, Creative Arts, Personal Development, Health & Physical Education. For Religious Education the school follows the RE Guidelines set down by the Diocese of Bathurst.

A number of **Learning Support Programs** exist within the school including The Literacy Support Program & Numeracy Support Program for Year 1 and 2 students. The remedial Mathematics program called QuickSmart was introduced in 2013 to assist targeted students in Years 4-6.

Other Learning/Academic Programs include chess competitions, Dubbo Catholic Schools Debating Competition, Mathematics Challenge and Maths Olympiad, Eisteddfod and International Schools Competitions. Students competed successfully in the Maths Olympiad Competition and International Schools Competitions organised by the University of NSW.

Co-curricular programs include the NSW Premier's Reading Challenge for students in Years 1-6, the Peer Support Program, The Buddy Program, Music Tuition, School Band, School Choir and participation in the Dubbo City Eisteddfod.

In Sport there are programs that students undertake including daily fitness activities, Dubbo Primary Schools Sports Association Summer and Winter Sports Competitions for Years 4-6. Students in Years 3-6 also had the opportunity to compete at Diocesan, Polding, State and National Competitions in various sports such as Tennis, Basketball, Touch Football, Softball, Swimming, Netball, Athletics, Cross Country, Hockey, Rugby Union, Rugby League, Soccer and Cricket. Students also participated in numerous gala days in various sports including Rugby League, Rugby Union, Soccer and the NSW Catholic Schools Netball Carnival. Our Year 6 students also competed in the Gerard Yeo Shield.

In 2013 our Year 6 students won the Gerard Yeo Shield, both the Super 8s boys and girls cricket teams won the Dubbo competition and participated at the SCG in Sydney; our debating team gained second place in the Dubbo Catholic Schools Debating Competition and our school band were awarded a gold medal at the NSW School Band Festival. Eleven students competed in NSW State sporting events. Two students were selected in NSW State sporting teams, one representing NSW competing in the Australian Swimming Championships while the other student competed in the Australian Golf Championships. Two students from Year 6 who won the Dubbo RSL writing competition and six students participated in the Diocesan Academic Challenge at James Sheehan High School.

Community Service Activities

Children participate in a variety of fund raising activities for charities which provide assistance on a local, national and international level. In 2013 the school community raised \$1200 for Caritas through our Lenten Project Compassion Appeal, \$1007 for Catholic Missions, \$532 for the Winter Warmth Appeal, \$400 for Caritas as part of the Typhoon Haiyan Appeal and contributed 14 large hampers to the approximate value of \$940 for the Vinnies Christmas Hampers.

Each grade also took on the responsibility of learning about and raising awareness for a range of charities on a local, national and international level. Charities that were a focus in 2013 were Royal Flying Doctor Service, St Mary's Villa, Ear Bus, Orana Lantern Club, Kilometres for Miles (raising funds to help local family purchase a wheelchair for their son), Heart Foundation (Jump Rope for Heart).

Each grade at St Mary's is assigned to a different community organisation whom they visit throughout the year, particularly at Christmas time. These include: Year 1 – St Mary's Villa, Year 2 – Bracken House, Year 3 – Westhaven, Year 4 – R.S.L Orana Gardens, Year 5 – Dubbo Nursing Home, Year 6 – Holy Spirit Aged Care.

STUDENT PERFORMANCE IN NATIONAL ASSESSMENT PROGRAM IN LITERACY AND NUMERACY (NAPLAN)

Literacy and Numeracy

Students in Years 3, 5, 7 and 9 around Australia sat the National Assessment Program- Literacy and Numeracy (NAPLAN) Tests in May 2013. Individual student reports were provided in September 2013. Analysis of these results assists the school in planning and is used to support teaching and learning programs.

Detail on school performance is provided in the following tables. Band distributions and percentages of students achieving the national minimum standard are outlined separately for Years 3 and 5.

Points to note are:

- In Year 3 students placed in Band 1 are below national minimum standard. Students in band 2 are achieving national minimum standard and students in bands 3 and 4 are “at proficiency”.
- In Year 5 students placed in Band 3 are below national minimum standard. Students in band 4 are achieving national minimum standard and students in bands 5 and 6 are “at proficiency”.

Band Distribution (%) - YEAR 3

	Band	1	2	3	4	5	6	%at/above National Minimum
Reading	School	0	3	14	29	29	25	100
	Diocese	2	7	17	25	21	27	98
	State	3	10	16	25	19	28	97
Writing	School	0	3	12	34	34	17	100
	Diocese	1	5	16	27	39	12	99
	State	2	6	15	23	37	17	98
Spelling	School	2	5	15	27	22	29	98
	Diocese	3	6	20	27	24	21	97
	State	4	6	18	23	24	25	96
Grammar & Punctuation	School	0	5	14	22	27	32	100
	Diocese	2	7	14	22	27	28	98
	State	3	8	14	21	24	31	97
Numeracy	School	0	0	17	41	32	10	100
	Diocese	1	6	19	33	31	10	99
	State	3	8	22	29	25	14	97

As is evident by the figures our school achieved extremely well as measured by national minimum standard and were above the State and Diocesan in all areas except Spelling in which we were at the Diocesan level but above the State by 2%. 29% of students gained a Band 6 in Spelling which was particularly impressive.

St. Mary's provides early intervention programs in Literacy and Numeracy for students with learning needs. These programs include Prelit, Multilit, Numeracy and Literacy Support Programs, Home Reading Program and Mathletics in order to provide further support and learning opportunities for students.

Band Distribution (%) - YEAR 5

	Band	3	4	5	6	7	8	%at/above National Minimum
Reading	School	0	9	26	23	31	11	100
	Diocese	1	8	23	32	25	13	99
	State	2	9	23	29	22	15	98
Writing	School	2	5	26	37	19	12	99
	Diocese	3	7	23	23	25	19	97
	State	6	9	22	22	23	19	94
Spelling	School	5	8	28	22	32	6	96
	Diocese	4	7	25	33	23	8	96
	State	6	8	21	27	25	13	94
Grammar & Punctuation	School	3	8	15	32	25	17	97
	Diocese	3	7	23	23	25	19	97
	State	5	9	22	22	23	19	95
Numeracy	School	2	9	30	36	15	8	98
	Diocese	2	12	30	32	15	9	98
	State	5	15	26	26	13	15	95

As is evident by the figures our school achieved extremely well and were above the State as measured by national minimum standard in all areas and above the Diocesan level in Writing. There was a notable improvement in Spelling with 96% of students at or above the national minimum standard.

St. Mary's provides early intervention programs in Literacy and Numeracy for students with learning needs. These programs include Prelit, Multilit, Numeracy and Literacy Support Programs, Home

Reading Program and Mathematics in order to provide further support and learning opportunities for students.

PROFESSIONAL LEARNING AND TEACHER STANDARDS

Professional learning

The school's professional learning policy is currently being formulated in consultation with staff from the Catholic Education Office and following a review of the Diocesan Professional Learning Policy. The rationale of the school's professional learning policy will be to promote high quality learning, teaching and schooling that require professionals who are engaged systemically in developing their knowledge and skills as part of their everyday responsibilities. Professional learning is an essential component of continuous improvement with improved student outcomes as the goal. This policy will endorse the importance of learning in building the professional knowledge, skills, confidence and ability of all staff and school leaders to achieve improvement in student outcomes. The professional learning policy will be closely aligned to the school's Annual Improvement Plan so that it is relevant, collaborative, futures focused and sustainable.

The total number of days in professional learning activities for 2013 was 260.

Teachers were involved in the following professional learning activities in 2013:

- ❖ "Reading to Learn" Inservice Days.
- ❖ Certificate III TAFE Course for School Assistants.
- ❖ Multitilt & Minilit Training Course.
- ❖ Prelit Training Day
- ❖ Ipad Inservice
- ❖ Certificate III Accounts Administration Course
- ❖ CEO Leadership Program
- ❖ QuickSmart Training Course
- ❖ RE Inservice Christmas Competition
- ❖ CEO Secretary PD Days
- ❖ Diocesan Support Teacher's Inservice Days.
- ❖ Diocesan Principal's and Assistant Principal's Conferences.
- ❖ Religious Education "Godly Play" Inservice.
- ❖ ICT Conference.
- ❖ Conference for Religious Education Coordinators.
- ❖ Diocesan Principal's Retreat.
- ❖ Non Violent Crisis Intervention Training
- ❖ Spelling Inservice – David Hornsby
- ❖ Indigenous Education Inservice
- ❖ Diocesan Aboriginal Education Worker Conferences
- ❖ Catholic Education Office Teaching & Learning Inservice
- ❖ Courageous Conversation – Michelle Mulville
- ❖ Numeracy Support and ICT Coordinator's Inservice
- ❖ Certificate III Accounts Administration Course.
- ❖ Maths Inservice
- ❖ Australian Curriculum Inservice
- ❖ Dylan Wiliam Assessment – Professional Learning Inservice
- ❖ Professional Learning Communities
- ❖ Share Cloud ICT Inservice
- ❖ First Aide Training
- ❖ Staff Retreat
- ❖ "Going Deeper" Faith Formation Presentations

Professional learning completed on Pupil Free Days include the following topics

- ❖ Contemporary Learning
- ❖ Share Cloud ICT Inservice
- ❖ David Hornsby Spelling Inservice

Professional learning undertaken by staff was aligned to the school's Annual Improvement Plan.

Teacher Standards

The NSW government requires that this report detail the number of teachers in each of the following categories:

Teacher Qualifications	Number of Teachers
1.Those having teaching qualifications from a higher education institution within Australia or as recognised within the National Office of Overseas Skills Recognition (AEI-NOOSR) guidelines	25
2. Those having qualifications as a graduate from a higher education institution within Australia or one recognised within the AEI-NOOSR guidelines but lack formal teacher education qualifications	-
3. Those not having qualifications as described in 1 or 2 but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context. Such teachers must have been employed: - to 'teach' in NSW before 1 October 2004 (either on a permanent, casual or temporary basis), and - as a 'teacher' during the last five (5) years in a permanent, casual or temporary capacity.	-

Teacher Attendance and Retention Rates

Teacher Attendance	96%
Teacher Retention	100%

WORKFORCE COMPOSITION

	Male	Female	Male Indigenous	Female Indigenous
Principal	1			
Assistant Principal		1		
Teachers/Coordinator	3	19		
Teacher Assistants		9		
Librarians		1		
Ancillary Staff	2	4		2

SCHOOL POLICIES: STUDENT WELFARE, DISCIPLINE, COMPLAINTS and GRIEVANCES

Student Welfare and Discipline Policy

At St Mary's Primary we aim to provide a framework for welfare & discipline which:

- Encourages students to develop self-discipline and sense of worth, to respect the rights and feelings of others and to take responsibility for their own actions.
- Ensures students, staff & parents clearly understand the school expectation of student behaviour.
- Establishes a set of protocols for dealing with unacceptable student behaviour.
- Promotes the pastoral care of all students.
- Provides a unified whole school approach.

The school has developed a comprehensive Student Welfare & Discipline Policy based on the Gospel values. Important aspects are the area of Restorative Justice and positive reinforcement, the House Award System and Levels of Consequences for inappropriate behaviour. In 2013 Brophy House won the Annette Storer Shield for the most points earned on the Class House Charts.

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.

The full text of the school Student Welfare and Discipline Policy can be obtained via the school office by contacting the school or on the school website. Go to www.stmarysdubbo.nsw.edu.au and follow the prompts.

The following changes were made to this policy during the 2013 school year – inclusion of Pastoral Care Beliefs.

Complaints and Grievances Policy

At St. Mary's Primary School the rights of teachers, parents and students are recognised, including the right to be heard and the right to a considered response. The principles which govern all complaint

handling processes include impartiality, confidentiality, a commitment to fairness & timeliness. Steps of the policy include: 1. Parents first address the problem with the staff member most closely concerned. 2. An appointment is made with the relevant staff member. 3. If an informal approach is not successful a formal complaint may be lodged with the school through the Principal. Concerns may also be raised with the Catholic Education Office. 4. If the problem is still not resolved, reference to the appropriate external agency e.g. Anti-Discrimination Board, may be made.

The full text of the school Complaints and Grievances Policy can be obtained via the school office by contacting the school or on the school website. Go to www.stmarysdubbo.nsw.edu.au and follow the prompts.

There were no changes made to the Complaints and Grievances Policy during the year.

Anti-Bullying Policy

The St Mary's Primary School Anti Bullying Policy is intended to provide a safe, supportive and positive learning environment for the students and staff, create a supportive climate for victims and provide a basis for working with the bully to modify future behaviour. St Mary's seeks to be a place of acceptance, affirmation and justice. We believe that bullying strikes at the very basis of these values and prevents students from reaching for excellence in every dimension of their lives. Students are entitled to receive their education free from humiliation, harassment, oppression and abuse. The Anti-Bullying Policy provides a definition and a whole school approach, processes and strategies to deal with bullying behaviour with a focus on prevention.

The full text of the school Anti-Bullying Policy can be obtained via the school office by contacting the school or on the school website. Go to www.stmarysdubbo.nsw.edu.au and follow the prompts. The Anti-Bullying Policy was formulated as a separate policy in 2012.

SCHOOL DETERMINED IMPROVEMENT AND TARGETS

The following priority areas for improvement were achieved successfully in 2013:

Catholic Life and Religious Education

- Implemented "Godly Play" using IT as a resource.
- Assessed and reviewed "Religious Education" (Quality Catholic Education Component 1.2).

Learning and Teaching targets.

- Implemented Teaching Literacy in Context with inclusion of Reading to Learn strategies.
- Implemented strategies following review of 2012 NAPLAN results.
- Implemented and monitored the Athletics Program for Years 1-6.
- Assessed and reviewed "Students and Their Learning" (Quality Catholic Education Component 2.1).
- Implemented Literacy & Numeracy Program to support the targeted students in Years 1 & 2.
- Implemented Personalised Learning Plans for Indigenous students.
- Implemented whole school Music Program.
- Implemented Library Scope & Sequence.
- Planning and Familiarisation of National English Curriculum.

Leadership for School Improvement targets

- Implemented Anti-Bullying Policy and Strategies.
- Completed Contemporary Learning Modules 1-3.
- Work, Health & Safety Achievements - Completed CSOHS (Catholic Schools Occupational Health & Safety) Online e-Learning Modules – Emergency Procedures & Anaphylaxis.

Strategic Resourcing

- Published ICT plan for next 3 years.
- Utilized the use of technology and use ICT to promote and improve teaching and learning.
- Assessed and reviewed ICT Resources and purchased new resources as per ICT plan.

Outlined below are the targets planned for 2014:

Catholic Life and Religious Education

- Assess and review “Prayer, Liturgy & Spiritual Life of the School” (Quality Catholic Education Component 1.6).

Learning and Teaching targets.

- Assess and review “Pedagogy and Teaching Practices.”(Quality Catholic Education Component 2.4).
- Implementation of National English Curriculum
- Planning and Familiarisation of National Mathematics & Science Curriculum.
- Complete Contemporary Learning Module 4.
- Develop Scope & Sequence for Key Learning Areas in line with NSW Board of Studies requirements.

Leadership for School Improvement targets

- Consolidate implementation of the Anti-Bullying Policy and Strategies and Student Welfare & Discipline Policies.
- Work, Health & Safety - review School/CEO Excursion Policies & Procedures.
- Implement new Guidelines for Professional Conduct in the Protection of Children & Young People.

Strategic Resourcing

- Review and implement ICT plan for next 3 years.
- Assess and review ICT Resources and purchase new resources as per ICT plan.
- Implement Sharecloud Action Plan.
- Formulate processes and procedures for ordering equipment.

Action Plan for Literacy and Numeracy

- Implement Teaching Literacy in Context with inclusion of Reading to Learn strategies.
- Implement strategies following review of 2013 NAPLAN results.
- Implement and monitor the Mathematics Program for Years K-6.
- Implement Literacy & Numeracy Support Program to support the targeted students in Years 1 & 2.
- Implementation of Mathematics Intervention Program QuickSmart in Years 4-6.
- Implement Multilit Program to support targeted Indigenous students in Literacy.

- Implementation of DIBELS (Dynamic Indicators of Basic Early Literacy) Literacy Assessment Program.

INITIATIVES PROMOTING RESPECT AND RESPONSIBILITY

St. Mary's undertakes many initiatives to promote respect and responsibility. Actions taken in 2013 included:

- Peer Support Program involving students from Kindergarten to Year 6
- Student Representative Council - Years 1-6
- Buddy System Year 6 & K, Year 5 & Year 1
- Year 3 Friendship Day
- Year 4 Self Esteem Day
- Year 5 Team Building Excursion
- Year 6 Leadership Day
- Community visits to Holy Spirit, St. Mary's Villa, Orana Gardens, Dubbo Nursing Home, Westhaven and Bracken House.
- Year 6 Student Leadership Program.
- The Restorative Justice Program
- Daily Prayer
- Promoting a "quote for the week" with a focus on respecting others and being responsible.
- The Gospel values are a focus of our school and are actively promoted at a classroom and whole school level.
- Children are given responsibilities at a classroom and whole school level.
- The school participated in Dubbo District PSSA competitions that involve both government and non-government schools. Years 4-6 students are given the opportunity to participate with children from different schools in a friendly atmosphere. This promotes respect for others.
- Citizenship Awards presented each term.
- Merit Awards, Student of the Week Awards, Mary's Birthday Awards, School House Awards.
- The school's participation in Anzac Day Celebrations.
- Students participated in charity events such as the Vinnies Winter Warm Appeal, Catholic Mission Appeals, Caritas Ks, Jump Rope for Heart and Project Compassion.

PARENT, TEACHER AND STUDENT SATISFACTION

Following a survey the following results have been collated to determine the satisfaction of the staff, parents and students of the school in terms of Catholic Ethos, Curriculum, Organisation and Management and Resources and Facilities.

Parent Satisfaction (21 responded)

Catholic Ethos of the school including Religious Education, Prayer, Liturgy, Pastoral Care, Discipline:
 Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 5% Very Satisfied – 95%

Curriculum of the school including quality of teaching and learning, understanding the 'basics', academic excellence, use of technology:

Very unsatisfied – 0% Unsatisfied – 4% Satisfied – 5% Very Satisfied – 95%

Organisation and Management of the school including communication, opportunities to meet with teachers, general organisation:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 10% Very Satisfied – 90%

Resources and Facilities of the school including grounds, teaching facilities, teaching resources, safety:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 33% Very Satisfied – 67%

Student Satisfaction (20 responded)

Catholic Ethos of the school including Religious Education, Prayer, Liturgy, Pastoral Care, Discipline:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 35% Very Satisfied – 65%

Curriculum of the school including quality of teaching and learning, understanding the ‘basics’, academic excellence, use of technology:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 35% Very Satisfied – 65%

Organisation and Management of the school including communication, opportunities to meet with teachers, general organisation:

Very unsatisfied – 0% Unsatisfied – 5% Satisfied – 60% Very Satisfied – 35%

Resources and Facilities of the school including grounds, teaching facilities, teaching resources, safety:

Very unsatisfied – 0% Unsatisfied – 5% Satisfied – 35% Very Satisfied – 60%

Teacher Satisfaction (18 responded)

Catholic Ethos of the school including Religious Education, Prayer, Liturgy, Pastoral Care, Discipline:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 0% Very Satisfied – 100%

Curriculum of the school including quality of teaching and learning, understanding the ‘basics’, academic excellence, use of technology:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 11% Very Satisfied – 89%

Organisation and Management of the school including communication, opportunities to meet with teachers, general organisation:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 11% Very Satisfied – 89%

Resources and Facilities of the school including grounds, teaching facilities, teaching resources, safety:

Very unsatisfied – 0% Unsatisfied – 0% Satisfied – 22% Very Satisfied – 78%

FINANCIAL STATEMENT (2013)

Catholic Schools are accountable for all monies received. Each year, the Catholic Education Office, Bathurst submits to the Commonwealth Government a financial statement on behalf of the 33 primary, K-10 and secondary schools. In addition, the financial accounts for each school and for the Catholic Education Office are audited annually.

