

St Josephs Primary School Gilgandra
Annual School Report to the Community
2014



School Contact Details

20 Wrigley Street, Gilgandra 2827

stjoeys@bth.catholic.edu.au

(02) 68 47 2828

Principal

Mr Anthony Musgrave

Principal's Message

I am pleased to provide this report for the 2014 school year and feel blessed to be part of the St Joseph's School family.

All of us are fortunate to have a wonderfully involved Parish Priest in Father Martin O'Mahony. Thank you Father for your invaluable support of the school.

We are a school that values excellence in all endeavours in a Christ filled atmosphere. I thank our exceptional staff who are engaged in delivering a quality curriculum. The staff members are expected to set the bar high in all facets of the children's education and I congratulate and thank them for their consistent dedication and care.

There is an expectation that all members of our school community contribute. The support of our families and friends is greatly appreciated.

The biggest asset that St Joseph's has is its children. In 2014 we again celebrated many highs. Congratulations to all the students who achieved success, felt a sense of achievement or enjoyed the moment, whether it be spiritual, academic, cultural, physical, social or emotional.

Finally we are proud to be a Josephite school as we continue to strive to uphold the Sisters' worthy traditions.

FOR THE GLORY OF GOD WE GIVE OF OUR BEST

Parish Priest's Message

Dear Friends,

We thank God for the great spirit in St Joseph's School, of friendship and sharing and, no doubt, as we are all human, sometimes asking forgiveness. Even then, probably for an unintended hurt.

When I ask the students, "Do you know the story of the three wells?", they quickly respond with, "Well, well, well", and are likely to follow with "Pray well, work well and play well!" Indeed we need to fulfil all these areas of life not only well, but wholeheartedly well. As Jesus said, "Love the Lord your God with all your heart with all your soul, and with all our mind love your neighbour as yourself" (Mt. 22:38-40).

Right now, as we are well aware, we need to wholeheartedly pray for a cure for the Ebola virus and that the people suffering from this illness may receive all the spiritual and medical help they urgently need. And, we keep their families and all trying to help, in our prayers.

Let there be earnest praying too for peace and harmony among all nations and peoples.

May God bless you abundantly.

Fr Martin O'Mahony - Parish Priest.

Parent Body Message

Thank you to the parents, friends, students and staff of St Joseph's School Gilgandra for helping the P & F have another successful year.

The dedication of the parents who attend meetings and the support given by all those who take on roles throughout the year to organise our fundraising events, the St Joseph's Debutante Ball, Mother's Day and Father's Day Stalls, the school fete, is fantastic! Thank you also to all the parents who have contributed their time during the year to these events and the running of the canteen and clothing pool.

All this effort has enabled the P & F to assist the school to renew, improve and provide more resources to benefit the education of our children and to assist those children attending events as representatives of the school and provide the canteen and clothing pool.

Thank you to the members of the P & F Committee for your commitment, ideas and support.

Thank you to Tony and the staff for their dedication and doing a wonderful job guiding and nurturing our children to 'Give Of Their Best' during 2014.

Peter Gaff - P & F President

Student Body Message

All Year 6 students are considered leaders of St Joseph's School. When in Year 5 they deliver a policy speech stating how they will lead the following year. Each student receives a badge and duty statement at the beginning of Year 6. Responsibilities included in the duty statements are:

- * Welcome and thank visitors to St Joseph's School
- * Represent the school when requested
- * Encourage and support fellow student leaders
- * Show respect for myself and my school by:
 - upholding the worth traditions of our Catholic school
 - carrying out my duties, as a Year 6 leader, to the best of my ability

- assisting staff and fellow students when necessary
- helping my Kinder buddy
- always setting a good example at both school and in the community, as the good name of St Joseph's School will be measured by my conduct
- participating in all school activities with enthusiasm
- * With other student leaders, assume role of Sports House Captain at carnivals and competitions
- * Assist with the watering, bins, table cleaning, tidying of the sports shed and returning Kinder tubs
- * Participate in and contribute to Student Leader Meetings.

The school is very proud of each Year 6 class.

SECTION TWO: SCHOOL FEATURES

St Josephs Primary School is a Catholic systemic Co-Educational School located in Gilgandra.

St Joseph's School is a one stream K-6 Catholic school.

All Year 6 students are considered leaders of the school and each receive a badge and duty statement at the beginning of the year. The school is very proud of each Year 6 class and how they lead by example. The students of St Joseph's have a good reputation for being polite and friendly.

The staff at St Joseph's is continually looking at ways of improving the teaching of all Key Learning Areas to ensure a rewarding education for all students. Every child is a unique individual and the school endeavours to ensure each child is given the opportunity to develop in all aspects of life with Christ as the guiding light.

Major excursions are arranged for various classes including the Years 5/6 Sydney and Canberra/Snowy excursion, Year 4 Burrendong Dam, Year 3 Western Plains Zoo and various smaller infants excursions. These excursions are not only an integral part of the HSIE syllabus but they provide additional stimuli for writing and speaking. Students attend a school performance tour once a term and all students from Year 1 to Year 6 participate in verse speaking choirs in the annual City of Dubbo Eisteddfod.

The school is most fortunate to have a very supportive and hard working parent organisation in the St Joseph's Parents and Friends Association. The P & F Association raise a considerable amount of money each year for the school through its annual debutante ball, fete and mothers' and fathers' day stalls.

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 2014:

Girls	Boys	LBOTE*	Total Students
99	93	5	192

* 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 2014 was 95.13%. Attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group	
Kindergarten	96.25%
Year 1	94.59%
Year 2	95.46%
Year 3	94.91%
Year 4	95.39%
Year 5	94.25%
Year 6	95.08%

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 2014:

Total Teaching Staff*	Total Non-Teaching Staff	Combined Total
13	5	18

* This number includes 8 full-time teachers and 5 part-time teachers.

Percentage of staff who are Indigenous	5%
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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	NAPLAN Analysis, National Maths Curriculum, Program Supervision, ICT, New Scheme Teachers, PETA, PAT Maths, CPR, Child Protection, Discrimination, Bullying & Harassment, Lenten Program, QCE - Professional Relationships
Term 2	English Curriculum, QCE - Prayer, Liturgy and Spiritual Life of the School, Program Supervision, Autism, New Scheme Teachers, National Maths Curriculum, WHS Risk Management, WHS Infection Control
Term 3	Professional Learning Communities, Program Supervision, Financial Management, Sentence Structure, New Scheme Teachers, National Curriculum - Science & Technology and Maths, Disability Standards for Education, GST
Term 4	National Curriculum - Maths, History Writing, New Scheme Teachers, iPads in Action, Meet Manager

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.	14
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.

Vision Statement

'For the Glory of God We Give Of Our Best'

Mission Statement

St Joseph's School offers a caring and loving environment in which Christ is the centre of all we do. We strive to educate the whole child in an atmosphere that values excellence in all areas of endeavour in a climate of love and acceptance.

A wonderful initiative at our school is the Buddy System. At the beginning of each year a Year 6 student is assigned a Kindergarten buddy. The responsibility of the Year 6 student is to assist their Kinder buddy to settle into 'big school'. They have morning tea and lunch together, go to the tuck shop, help them to the toilet and bubblers and just show them how things 'work' at St Joeys. It is fantastic for both the Kinder and Year 6 student. During first term the Year 6 students interview their buddy about various likes and even some dislikes. Then at a Welcome Liturgy we all hear about the newest members of the Joeys family and we officially welcome our Kinder class. The Year 6 student also makes a special badge for their buddy as a memento of this day.

The Junior Josephites is a voluntary organisation that is offered to Years 5 and 6 students at St Joseph's School. The aim of the organisation is to follow the example of Mary MacKillop – St Mary of the Cross, in word and deed. The Junior Joeys met monthly at school and organised ways in which to become involved in our local community. One way was by visiting the residents of the Cooe Lodge Retirement Village on a regular basis. Therefore every Wednesday at lunch time a group of Junior Josephites visited Cooe Lodge to read, play games or perform some music.

STAFF SPIRITUALITY

At St Joseph's the aim is to create an atmosphere in which the Word of God is lived by the staff in a caring and loving environment, where respect for each other is shown in all aspects of school life. Staff pray as a group once a week before staff meetings on a Wednesday after school. Teachers take turns at being responsible for preparing a prayer and reflection. Staff participate in the Lenten program as a group. Each teacher takes turns in leading the discussion. Staff attend a weekly Mass on Tuesday at 9:00 a.m. with the local community. This Mass is optional for the students. Teachers are encouraged to visit the Church before attending classes. The staff celebrate a special Liturgy and participate in an Act of Dedication at the beginning of the year. Literature such as *Inform*, *Gospel* and *Life Reflection* are subscribed to by the school and are available for teachers to read. All staff are given the opportunity to plan and be involved in whole school Liturgical experiences. In consultation with the Parish Priest, staff are encouraged to accept a range of Liturgical ministries.

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)	
Year 6	32.26

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.

Religious Education

The Catholic Diocese of Bathurst Religious Education Units

English

Board of Studies English K-6 Syllabus

Mathematics

Board of Studies Mathematics K-6 Syllabus

Science & Technology

Board of Studies Science & Technology K-6 Syllabus

Human Society & Its Environment

Board of Studies HSIE K-6 Syllabus

Discovering Democracy Curriculum Corporation

Personal Development, Health And Physical Education

Board of Studies Personal Development, Health And Physical Education Syllabus

Road Safety and Drug Education

Creative And Practical Arts

Board of Studies Creative & Practical Arts K-6 Syllabus.

The support teacher at St Joseph's supports the teachers in the special education and gifted and talented areas. This involves assisting in the identification of special needs children through teacher conferencing and/or testing, sourcing appropriate programs for the identified special needs and gifted and talented children and the monitoring of these children and programs to ensure achievement. It also involves setting a timetable for the school assistants to work with these targeted children. The support teacher has regular conferences with classroom teachers and school assistants to discuss those children on current programs and those children with whom they may have concerns. Meetings with the principal are also held on a regular basis, whereby the principal is kept informed of all that is happening in the Special Education area. The support teacher contacts, refers and liaises with visiting professionals, ie, psychologist, speech pathologist, occupational therapist, Diocesan Special Education Consultants etc and provides feedback to the relevant teachers. As whole school testing is completed in March and November, results of the tests are evaluated by the support teacher and in consultation with the classroom teacher and principal, recommendations are made.

KNOWLEDGE EXPLOSION

The Knowledge Explosion continued again in 2014. The children were surveyed as to what special activity they would like to learn more about and the top interests were included in the Knowledge Explosion. Members of the community who had an expertise or interest in a particular field were invited to assist. These experts were accompanied by a teacher from our school. The subjects in 2014 included Calligraphy, Welding, Maths, Scrapbooking, iPads, Mosaic Tiling, Woodwork, Cooking and Christmas Decorations. The Knowledge Explosion ran over three weeks on Friday, 7 November, Friday, 14 November and Friday, 21 November.

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 2014		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 3	Grammar and Punctuation	71.00%	50.00%	0.00%	12.00%
	Reading	47.00%	46.00%	7.00%	13.00%
	Writing	79.00%	39.00%	0.00%	11.00%
	Spelling	43.00%	44.00%	7.00%	15.00%
	Numeracy	48.00%	36.00%	0.00%	14.00%

NAPLAN RESULTS 2014		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 5	Grammar and Punctuation	68.00%	37.00%	5.00%	16.00%
	Reading	57.00%	34.00%	0.00%	16.00%
	Writing	32.00%	16.00%	0.00%	21.00%
	Spelling	77.00%	33.00%	5.00%	16.00%
	Numeracy	67.00%	26.00%	0.00%	18.00%

Student Welfare Policy

Christian courtesy, at all times, is the foundation of a healthy school spirit. Children need to be allowed to grow as valued members of a school community and provided with the opportunity to *'Give Of Their Best'*.

At St Joseph's the pastoral care and discipline policy clearly states that the school is concerned with the welfare of every child and it is the duty of the school to treat each student with a sense of justice. This policy deals with students' rights and responsibilities, classroom behaviour, anti-bullying and contains procedures and consequences for misbehaviour. 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 may be accessed by contacting the school.

There were no changes made to the Student Welfare and Discipline Policy during the year.

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

Discipline Policy

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

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There were no changes made to the Student Welfare and Discipline Policy during the year.

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

It is clearly stated in the School Policy and Staff Handbook that all at St Joseph's School have rights and responsibilities and all have the right and responsibility to be treated with respect and to respect others. This is achieved through the day-to-day interactions of the school community. Special activities that are used to promote respect and responsibility include:

- Year 6 Leadership Program.
- Year 6/Kinder Buddy Program.
- Clean Up Australia Day.
- Kinder students visit to Cooee Lodge and the elderly at Easter and Christmas.
- Participation in ANZAC Day and Remembrance Day services.
- Grandparents' Day.

- Raising funds for Catholic Mission, Foster Child and Project Compassion.
- NAIDOC Week activities
- * Junior Joey's.

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 2014

Catholic Life and Religious Education

- Reviewed QCE Component 1.6 – Prayer, Liturgy and Spiritual Life of the School.
- Child Protection Inservice Training.
- Discrimination, Bullying and Harassment Training.
- Weekly Staff Prayer.

Learning and Teaching

- Analysed NAPLAN Results.
- Implemented National English Curriculum.
- Introduced National Mathematics Curriculum.

Leadership For School Improvement

- Reviewed QCE Component 3.2 – Professional Relationships.
- Developed Annual Plan for 2015.

Strategic Resourcing

- Continued school maintenance.
- Developed Medication Policy.
- Staff completed WHS Risk Management and Infectious Control Modules.
- Completed WHS Consultation Statement
- Completed Annual School WHS Management Plan

Priority Key Improvements for 2015

Catholic Life and Religious Education

- Review QCE Component 1.2 – Religious Education
- Child Protection Inservice Training
- Discrimination, Bullying and Harassment Training
- Weekly Staff Prayer
- Investigate student and staff retreats
- Review Scope and Sequence for classroom prayers

Learning and Teaching

- Review QCE Component 2.2 – Curriculum Provision
- Analyse NAPLAN Results
- Implement National Mathematics and Science Curriculums
- Analyse PAT Comp Results

Leadership for School Improvement

- Review QCE Component 3.1 – Organisational Culture
- Develop Annual Plan for 2016
- Implement Professional Learning Communities Strategies

Strategic Resourcing

- Review QCE Component 4.1 – Financial Management
- Continue School Maintenance
- Develop Sports Risk Management Policy
- Complete WHS Consultation Statement

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

During 2014 school parents were surveyed regarding the four key elements of the school. These elements were:

1. Catholic Ethos
2. Teaching and Learning
3. Organisation and Management
4. Resources and Facilities

100% of those surveyed were satisfied with these four elements of the school.

Student Satisfaction

The following quotes are taken from the 2014 Year 6 Student Profiles:

"St Joey's is a great school because there is such terrific school spirit and everyone gets involved and has a lot of fun."

"The dedicated staff is what makes Joey's such a great school."

"Joey's is a great school because everyone treats each other fairly and with respect and we all look after one another."

"The best thing about our school is the respect that everyone has for one another and the responsibilities the Year 6 leaders undertake."

"We are always encouraged to go to new levels in the classroom as well as on the sporting fields."

"The fantastic people here at St Joey's is what makes our school such a good one."

"Joey's is a great school because everyone takes care of each other so no one feels left out and we all 'give of our best'."

"Our school is special because everyone makes you feel welcome and safe like a big family."

"Joey's is a great school because everyone is cheerful and friendly."

"St Joseph's is a great school because of the respect and great sense of humour we all share."

"St Joey's is a great school because everyone has a positive attitude and everyone helps each other."

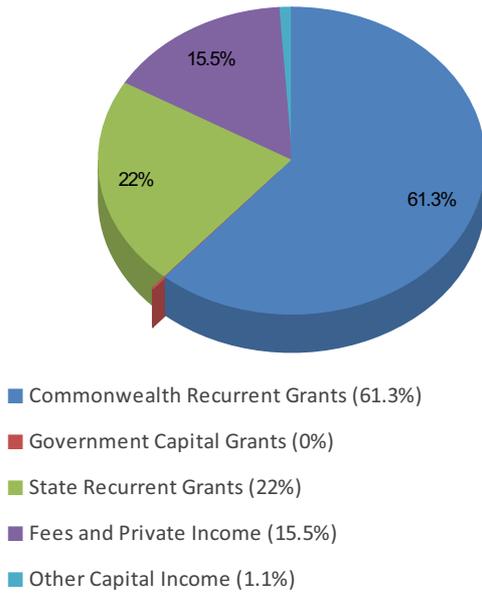
Teacher Satisfaction

During 2014 school staff members were surveyed regarding the four key elements of the school. These elements were:

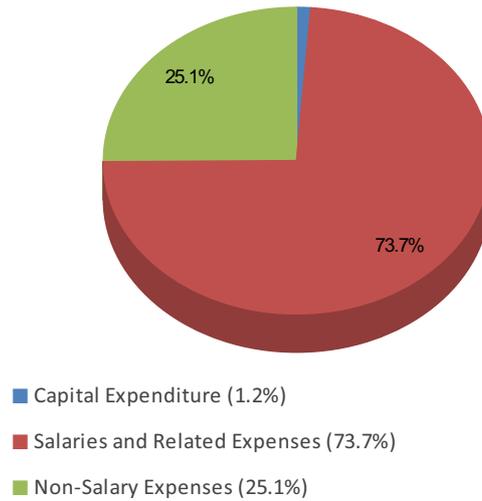
1. Catholic Life and Religious Education
2. Learning and Teaching
3. Leadership for School Improvement
4. Strategic Resourcing

100% of those surveyed were satisfied with these four elements of the school.

Income



Expenditure



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.