

2016 Annual School Report to the Community

St Josephs Primary School Manildra

65 Loftus Street, Manildra 2865
stjosephsmanildra@bth.catholic.edu.au
www.stjosephsmanildra.catholic.edu.au
(02) 63 64 5177

Principal Mr Joshua Dunn



Principal's Message

We warmly welcome your interest in the engaging, supportive, caring community that is St Joseph's Catholic Primary School, situated within the country town of Manildra in regional NSW.

St Joseph's is a co-educational, Kindergarten to Year 6 Catholic school within the Bathurst Diocese. Since 1928 our school has proudly existed and supported the people of Manildra, educating many generations of local families.

Upon initial engagement with our school community, it is clear we value relationships with others. It is the very nature of Catholic education; infused with values of hope, justice and the inherent dignity of each person, that provides the framework for our students to develop respect for others, whilst being encouraged and challenged to live out our Gospel values.

Our excellent and committed staff, engaging environment that energises learners, and personalised learning programs for all students, sit within the unique culture our small school can offer. We continue to be proud of the quality teaching and learning experiences we provide to fulfil the academic potential of every student.

Parish Priest's Message

Early each year we have a Mass to celebrate the commencement of the school year. Our Mass serves as a focusing of the task ahead – that all the many elements that constitute our educational endeavours are underpinned by the person of Jesus Christ, the mystery of God, and the strength and guidance of the Holy Spirit.

We reaffirm that reality for our school community at each of the Masses we celebrate during the year. 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 Catholic school. The values of kindness, fairness, compassion, and justice are witnessed to in many ways by all members of our school community.

Parent Body Message

On behalf of St Joseph's Parents and Friends Association, we welcome the opportunity to express our support for such a vibrant and enthusiastic school.

The Parents and Friends Association play an active part in raising funds for countless projects both large and small. We held a major fundraising ball in 2016 to purchase much needed literacy resources, sporting equipment and the installation of a new play area for the students to enjoy.

Student Body Message

We are grateful for the teachers, students, parents, grandparents and friends for supporting our successful school.

We thank the teachers for being there when we need them the most, and the students for being well-mannered and helpful at all times. Also we thank the parents for supporting the school in all areas especially in working bees to improve our school environment.

Our Religious Education centres around the teachings of Jesus then sharing what we learn each day at home and at school.

SECTION TWO: SCHOOL FEATURES

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

St Joseph's was established in 1928 by the Perthville Sisters of St Joseph to provide Catholic education for the growing community.

Recent State Action Plan funding enabled us to put the children into three staged, composite groups. This allowed for an extra focus on Literacy and Numeracy within staged classes. In 2016 we did not have any enrolled Year 6 pupils.

At St Joseph's all of our students are encouraged and supported to utilise and build their unique gifts and talents. In the fields of creative arts, agriculture, speech, music and drama, sport, technology and specific academic interests; all our students receive the unique opportunity to attend workshops and learning experiences to further their interests and talents.

Our relationship with 'Sporting Schools Australia' enables us to provide professional coaching and experts for our students within our usual sport program. This specialised learning provides a unique opportunity for students to be exposed to sporting opportunities and professional coaching at no cost to families.

The children are involved in excursions in and around Manildra, for example, visit to the Manildra Flour Mill, MSM Milling and the Recreation ground for sporting events. St Joseph's has a strong link to community groups and a good relationship with Manildra Public School with whom we combine for sporting events, cultural shows and community events such as the Annual Manildra Christmas Carols.

On completing Year Six the students further their education at local high schools in Orange at James Sheahan Catholic High School or Molong Central School.

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 2016:

Girls	Boys	LBOTE*	Total Students
11	12	0	23

* 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 2016 was 90.81%. Attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group	
Kindergarten	91.03%
Year 1	88.27%
Year 2	90.14%
Year 3	93.03%
Year 4	90.65%
Year 5	91.75%

Managing Student Non-Attendance

Regular attendance at school is essential if students are to maximise their learning. 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 Schools (or designated CEDB 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 2016:

Total Teaching Staff*	Total Non-Teaching Staff	Combined Total
5	3	8

* This number includes 3 full-time teachers and 2 part-time teachers.

Percentage of staff who are Indigenous	0%
--	----

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	Professional Learning Communities
Term 2	Model of Christ Centred Learning
Term 3	Vision and Mission Statements, Naplan Analysis
Term 4	Staff Retreat Day, First Aid Update, Effective Writing Skills for Students

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.	6
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.

St Joseph's Primary School is built upon the Josephite traditions and values that have stood the test of time and traditionally remain within the fabric of our school. Our values of *hope* for the future, *justice* for all, *respect* of one another and the *dignity* of each person further enhance the experiences encountered within our school.

Our staff embrace the Catholic values and traditions that our school is built upon. We aim to model for our students what it means to be a good Christian person so that, when they leave our school for secondary education, they are firmly grounded in the values of hope, justice, respect and the dignity of the human person.

By taking an active role in school Masses and liturgies, students develop a deeper understanding of the Catholic church and the parish community of St. Michael's, Manildra. Retreats and reflection days provide students with an experience of community and relationship, as they grow their faith and spirituality.

St Joseph's School Manildra is a Catholic School, which forms part of the Molong Parish. It is a place of quality learning and teaching where young people are supported in developing their awareness and acceptance of their personal strengths in the Catholic tradition.

St Joseph's has a rich tradition of prayer and liturgy.

Faith formation for students and staff include; School Masses, Retreats, School Prayer, Christian Living Camp and events that encompass our whole school living our 'Mission Statement'. These events include Assembly, Singing for seniors, Mission Appeals, St Joseph's Day, St Patrick's Day and ANZAC Day.

Pastoral Care is the responsibility of everyone in the school community. Teachers, parents, support and ancillary staff, and especially students, are just some of the groups who contribute to Pastoral Care.

They are continually encouraged to act in accordance with Christian Values and be sensitive to the dignity of each person.

Students are prepared for the Sacrament of Reconciliation in Year Two, Eucharist in Year Three and Confirmation in Year Six. Due to their being no Year Six students in 2016 the Sacrament of Confirmation did not take place.

Selected students from Stage 2 and 3 participated in the Diocesan Christmas Art Storytelling competition.

Liturgies are held regularly to celebrate Sacramental Celebrations and the Liturgical Year of the Church. Family Masses are held regularly in the parish church. This celebration is followed by an evening meal.

Our school song entitled "All For the Heart of Jesus" is sung at Masses and school assemblies and flag raising ceremonies. This School song was written by Fr Kevin Bates and the children of St Joseph's Catholic Primary School in 2004.

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.

CEO will insert data when it is available

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.

St Joseph's Primary School is a Professional Learning Community (PLC). This drives our commitment to developing a recurring cycle of collective inquiry and research into the learning of our students. This is designed to ensure all actions taken in the learning environment are collaborative, based on best practice and the analysis of student assessment data. It is this model of professional practice, where our staff take collective action to ensure all students achieve, that ensures they are given the most effective learning environment possible.

Our academic program and school learning environment at St Joseph's ensures that students will benefit from:

- Student centred learning experiences that promote personalised learning for each child;
- highly competent teachers who work collaboratively to deliver rich learning experiences;
- small class sizes that maximise the learning environment for each student;
- innovation in technology – all students experience the benefits of learning in a technology rich environment, as well as the use of video conferencing facilities, fibre optic connection and robotics equipment integrated into learning;
- and a highly professional learning support team who work closely with students to ensure high levels of learning for all.

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.

Support is provided for the delivery of high quality curriculum, with all staff knowledgeable about emerging national curriculum and the national statements of learning through Catholic Education Office in-service and learning programs.

Schools are supported by the Catholic Education Office and the Board of Studies with innovative and proactive approaches to curriculum provision, which responds to the diverse needs of learners. We strive to ensure the programs are effective, efficient and accountable.

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 2016		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 3	Grammar and Punctuation	0.00%	53.00%	33.00%	10.00%
	Reading	67.00%	48.00%	33.00%	11.00%
	Writing	0.00%	49.00%	33.00%	6.00%
	Spelling	33.00%	46.00%	33.00%	12.00%
	Numeracy	0.00%	36.00%	33.00%	13.00%

NAPLAN RESULTS 2016		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 5	Grammar and Punctuation	17.00%	36.00%	17.00%	15.00%
	Reading	17.00%	35.00%	67.00%	16.00%
	Writing	0.00%	17.00%	50.00%	18.00%
	Spelling	0.00%	30.00%	50.00%	17.00%
	Numeracy	0.00%	28.00%	50.00%	17.00%

Student Welfare Policy

No changes were made to the policy this 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.

Discipline Policy

No changes were made to the policy this 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

The welfare of all students is a key component of our mission as a Catholic school. We provide a supportive and nurturing environment so that our children receive the best opportunity to thrive academically, socially and spiritually.

St Joseph's Primary School prides itself on the individual care it offers to its students. Our special and unique size enables us to provide a school where teachers know their student individually; to fully understand their needs and promote their special gifts that would otherwise remain untapped in larger centres.

Our Pastoral Care system exposes students to a spirituality based upon values which promote positive relationships. We incorporate a program which develop skills in resilience, relationships, communication and positive self image. We collaborate with outside agencies such as Centacare and Molong Healthone to ensure our students receive further professional support when required.

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 2016

The key improvements to our school this year have included:

- successful application for a major works building project
- significant purchase of mathematics resources to complement the curriculum
- significant purchase of sports resources for use in the playground and in physical education
- staging of a major fundraising ball
- design and implementation of a highly successful literacy block
- creation of stage classes to further support PLC work
- implementation of the 'professional learning community' program across our school
- installation of major irrigation system to improve the quality of our playground

Priority Key Improvements for 2017

The key improvements for our school over the next year include:

- focus on Year 6 transition into secondary schooling to alleviate identified concerns
- further development of our PLC by engaging in 'leadership academy' initiative
- completion of major building works project
- engagement of our students with their faith and relationship with God
- development of effective scope and sequences for all KLA to align with stage classes
- completion of individual student folders identifying K-6 progress and learning goals

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

The staff has been acknowledged and commended by the parents for the professional and pastorally caring manner in which they support each other. The staff models and conveys a strong personal faith that permeates all aspects of St Joseph's. This school is known for being deeply and truly Catholic. St Joseph's has a strong identity in the community.

Parent involvement in the school is excellent. We have an open door policy which is welcoming to parents and other community members.

Student Satisfaction

St Joseph's teachers and children are all very friendly and welcoming. We all look after each other at St Joseph's. We feel safe and trust all the students and teachers.

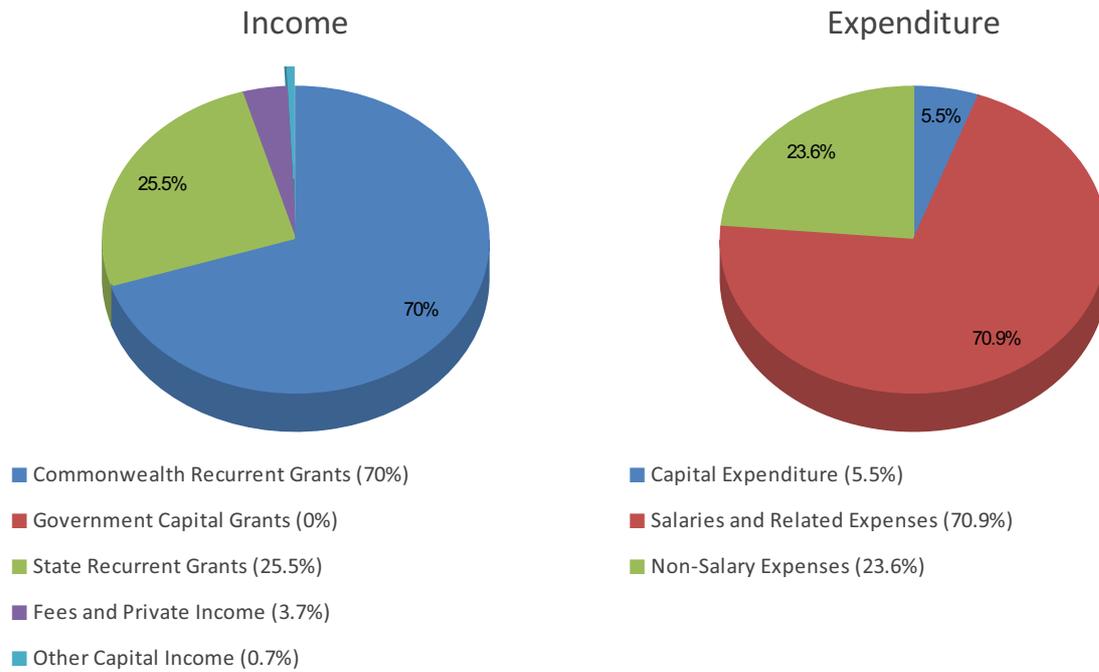
We have many opportunities to represent St Joseph's on the sporting field and in other areas such as the Spelling Bee, CWA speeches and at Leadership Conferences.

Teacher Satisfaction

Staff have many opportunities for Professional Development at St Joseph's.

The staff environment is very welcoming and caring. Staff members are given opportunities to take on extra roles and responsibilities. This enables further development and ownership of these roles.

As St Joseph's is a small school with a small staff, all staff play a major role in the decision making process. This allows a feeling of belonging and belief that we are part of the school and it belongs to us. We feel that we are all major factors in our school. All staff have a voice and our opinions are respected and valued.



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.