

St Mary's Catholic Primary School, Orange
Annual School Educational and Financial Report
2013



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ABOUT THIS REPORT

St Mary's Catholic Primary School, Orange, 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 63627926 or by visiting the website at www.stmarysorange.catholic.edu.au

PRINCIPAL'S MESSAGE

St Mary's Catholic Primary School, Orange, is registered by the NSW Board of Studies and is part of a recognised system of schools managed by the Catholic Education Office, Bathurst.

The following pages constitute a report on various aspects of school organisation, programmes, policies and student performances for the 2013 school year. It compliments and is supplementary to school Newsletters and other regular communications.

The Educational and Financial Report is provided in accordance with the guidelines set by the NSW Board of Studies.

Your child is God's gift to you and depends on you for his/her formation in a way of life which will lead to an eternal destiny with God. Correct social behaviour and a growth in secular knowledge and skills are not enough.

Parents of St Mary's Catholic Primary School realise this and so have chosen to enrol their child in the Catholic school. Teachers will assist in what parents have begun at home. They will give instruction and work co-operatively with parents.

In our task, we hope to complement the endeavours of parents as the prime educators of their children and always welcome parental involvement in the school.

The staff at St Mary's Catholic Primary School is most appreciative of the enormous foundation and support that the children of our school have from their homes.

As our school motto states "Learning. Justice. Love.." We strive to grow in the Peace and Love of Christ and bring it to others in all aspects of our daily living. We aim to provide a strong foundation for the development of values, skills and attitudes that will enable the child to make a positive contribution to the society and community in which they live.

If you wish to discuss any aspect of this report, please feel free to contact me at the school.

Yours sincerely,

KERRIE BASHA

Principal

CATHOLIC IDENTITY

Whilst the 'To Know, Worship and Love' programme is the basis of the school's Religious Education, there are a number of other aspects of practice and philosophy that give the school its Catholic identity and ethos:-

PASTORAL CARE: This refers to the climate of care which originates in the attitude of respect, acceptance, understanding, real interest and love which teachers and members of the school community show to the students. This attitude is firmly based on the Gospel values that underpin the ethos of the school. Pastoral Care underpins all school policy and practice. Pastoral Care is the responsibility of everyone in the school community.

LITURGICAL LIFE: The students prepared for and celebrated Masses, liturgies and prayer. Liturgical seasons and special events were celebrated throughout the year and these included, but were not restricted to Lent/Easter, Advent, the school's Feast Day – The Assumption, Mother's Day and Father's Day, NAIDOC Week, the sacraments of First Communion, Confirmation and First Penance.

SUPPORT OF CHARITIES: The students supported a variety of charities throughout the year including Caritas, The Missions, The Australian Cancer Council, St Vincent de Paul and Relay for Life.

OTHER ACTIVITIES: The students also participate in a Peer Support programme. The Year 6 students are 'trained' in peer support and how to effectively manage a small group of students of mixed age and ability. This provides a friendly link throughout the school and encourages the self-esteem and Catholic values of all. A 'Buddy' system is established early in the year between Yr6 and Kindergarten students. The 'buddies' get together throughout the year for art/craft, games, parades, reading and provide a support during Mass and other celebrations.

SCHOOL FEATURES

St Mary's Catholic Primary School is two-stream K-6 with an enrolment of 375 students. Thirty full time and part time staff members are employed at the school. St Mary's Catholic Primary School was established on its present site on the corner of Byng and Park Streets in 1998, following the closure of the then existing school on Bathurst Road. The Sisters of Mercy taught at the original site and have a strong affiliation with the school and parish. St Mary's Catholic Primary School has modern facilities and is set on a large block of land which is also the site for St Mary's Church.

The school has been built in five stages, the last of which included a new library, computer lab and two Yr6 classrooms. This stage was opened in 2000. All classrooms are fitted with Interactive Whiteboards, computers, printers and there is a Hearing Sound System in one classroom per grade. Under the BER Project, the school was able to upgrade the Administration Block and erect a multi-purpose hall. This project was completed in 2011. The school is involved in a variety of community, parish and diocesan activities and events whilst providing a wide ranging curriculum for its students.

St Mary's Catholic Primary School is part of the Diocese of Bathurst Education System under the direction of the Executive Director of Schools, Mrs Jenny Allen, who is appointed by, and responsible to the Bishop of the Bathurst Diocese. Father Paul Devitt, Parish Priest, is the school manager and is consulted on a variety of issues relating to the school.

ENROLMENT POLICIES AND PROFILES

The school's policy on the enrolment of students has been developed in consultation with the Parish Priest of St Mary and St Joseph. An enrolment priority list determines to whom places in the school can be offered. Priority of enrolment is given to Catholic students. Special consideration may be given to students with Special Needs to the extent to which the school is able to meet the child's needs. In this regard, the policy of the Catholic Education Office is to be observed.

St Mary's Catholic Primary School is blessed with a strong, committed and dedicated professional staff that are compassionate, encouraging and devoted to providing a calm environment where children can feel a strong sense of safety and security.

It is a culture of support and consideration of others. Where the diversity of the student and parent body not only enriches our lives but ensures that the tolerance and acceptance of others is fostered whilst the dignity of all is preserved.

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

A copy of the St Mary's Catholic Primary School enrolment policy is available from the school office.

Enrolments for the coming year open Week 2 of Term 2.

STUDENT ATTENDANCE AND RETENTION

Attendance Rates

Student attendance is very high at St Mary's Catholic Primary School.

<i>Year Group</i>	<i>Attendance Rate</i>
<i>1</i>	<i>95.1%</i>
<i>2</i>	<i>94.6%</i>
<i>3</i>	<i>97.11%</i>
<i>4</i>	<i>96.1%</i>
<i>5</i>	<i>97.67%</i>
<i>6</i>	<i>94.9%</i>
<i>Whole School</i>	<i>95.48%</i>

The Enrolment Handbook clearly states that a written explanation is required if a student is absent through sickness or for any other reason. This note is required when the student returns to school. Regular supervision of class rolls by Executive staff, ensures that those who have not returned their written explanation are tracked until one is provided.

The Enrolment Handbook also requests that when 'outside' appointments need to be made for the students, that every effort is made to make these appointments before or after school hours.

Students must be 'signed out' at the front office by the adult responsible for the child if leaving the school grounds during school hours. Similarly, students must be 'signed in' at the front office by the adult responsible for the child if arriving to school after 9.20am.

SCHOOL CURRICULUM

Students at St Mary's Catholic Primary School are taught from the Syllabus prescribed by the NSW Board of Studies. There are six Key Learning Areas: English, Mathematics, Science and Technology, Human Society and Its Environment, Creative Arts and Personal Development, Health and Physical Education. The students also receive instruction from To Know, Worship and Love Religious Education Programme.

The children from Yr3-6 had the opportunity to participate in the ICAS Mathematics, English and Science competitions. These competitions are conducted throughout Australasia with over 500 000 students taking part. The following results were achieved:

*ENGLISH: 203 students participated.

2 High Distinctions. 7 Distinctions and 32 Credits.

*MATHEMATICS: 204 students participated.

4 Distinctions. 26 Credits and 12 Achievements.

*SCIENCE: 30 students participated.

1 High Distinction, 1 Distinction, 7 Credits and 1 Achievement.

*SPELLING: 33 students participated.

1 High Distinction. 3 Distinctions and 9 Credits.

*COMPUTING SKILLS: 29 students participated.

1 High Distinction. 2 Distinctions and 3 Credits.

The Achievement Award stated above is a school based award. This award is presented to those students, from St Mary's Catholic Primary School, who received 1 mark below that of the Credit Award. This way, the school acknowledges and encourages the efforts of these students.

The school's Physical Education Programme is complemented by the Diocesan sporting structure in swimming, athletics, cross country, summer sports and winter sports. Many students have the opportunity to pursue these pathways to Southern Region, Diocesan, NSW Polding and NSW PSSA levels.

The school also participated in Rugby Union and Rugby League Gala days. The school competed strongly in the AFL Paul Kelly Cup resulting in being named the Regional Champions in the Senior Girls division.

The school also competed strongly in the Catholic Schools Netball Cup and the NSW All Schools Netball Cup. The team remained undefeated in local and regional competition and continued to State Championship level, finishing 5th in the Catholic Schools Cup and 4th in the NSW Netball Cup.

A great number of teachers and parents assisted in the training of the children for the various sporting events.

All Primary classes participated in Public Speaking at the school level, with one child from each grade then representing the school in the CWA Public Speaking Competition in Bathurst.

Classes also entered the Orange Eisteddfod in either Verse Speaking Choir, Prepared Speech, Prepared Reading, Bible Reading, Prepared Mime, Vocal Choir, String Ensemble or School Dance Troupe. All entrants were awarded with various placings including First and Second in the Yr5/6 Verse Speaking Choir, First placing in the Year 5/6 Dance Troupe, First placing in the Kindergarten Verse Speaking Choir and First placing in the Year Four Verse Speaking Choir. Highly Commended in the String Ensemble section and First and Second placing in the Yrs1&2 Prepared Mime and Second in the Yr4 Prepared Mime.

Lunchtime Chess continued to prove popular with the children with over 70 Primary students participating. The school also competed with other schools in the district in the "NSW Chess League" placing 4th and 6th in Division A and 1st in Division B. There are at least 14 teams in these divisions.

The School Newspaper Editorial group worked hard throughout the year and over their lunchtimes were able to create 4 Bulletins containing examples of student work, photographs, interviews and other relevant reporting to all students of the school.

The school has a very strong Environmental Group and classes are undertaken in the school garden once per fortnight. The classes are responsible for the school composting and worm farms. During 2013, the school Vegetable Garden truly took shape, winning many environmental awards and community recognition from surrounding groups and organisations. Assistance from the St Mary's Catholic Primary School P&F resulted in each class group continuing to establish and plant for their crops. A small orchard was planted during the year, including but not limited to Apple trees, Pear trees and Cherry trees and a drip watering system was also updated. At the Orange Show, the school was awarded First place in the Biggest School Pumpkin competition, the Best School Vegetable Display and the Best School Display, which was entitled "Back to our Roots."

All Yr6 participated in an "Introduction to Debating" workshop. From here, two teams were selected to represent the school in the inaugural 'Youth Speaks Debating Shield'. Competing against other local Catholic schools, the St Mary's Catholic Primary School teams finished first and third.

Our classes attended a sporting programme at the local PCYC during the latter part of the year. The students participated in Gymnastics, Futsal and Hip Hop Dance classes. The programme, which ran for 8 weeks was such a success that all classes are looking to implement opportunities through PCYC in 2014.

Other activities included two performances of Musica Viva, the Life Education Van, Book Week activities, Class/Grade Assemblies, Class/Grade Liturgical celebrations, Walk Safely to School Day, ANZAC Day March, grade excursions, NAIDOC Week celebrations, an Aboriginal performance, Mini Relay for Life and various fund raising activities.

The school successfully launched the first Walking School Bus in Orange. Thanks to the NRMA Community Grants and the dedication of the P&F, many children came to and from school walking with parent volunteers. Visit our school website to see the Walking School Bus in action.

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

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	11	9	21	28	32	100
	Diocese	2	7	17	25	21	27	98
	State	3	10	16	25	19	28	97
Writing	School	0	0	32	21	36	11	100
	Diocese	1	5	16	27	39	12	99
	State	2	6	15	23	37	17	98
Spelling	School	0	4	17	21	30	28	100
	Diocese	3	6	20	27	24	21	97
	State	4	6	18	23	24	25	96
Grammar & Punctuation	School	0	2	15	23	30	30	100
	Diocese	2	7	14	22	27	28	98
	State	3	8	14	21	24	31	97
Numeracy	School	0	4	17	23	34	21	100
	Diocese	1	6	19	33	31	10	99
	State	3	8	22	29	25	14	97

Band Distribution (%) - YEAR 5

	Band	3	4	5	6	7	8	%at/above National Minimum
Reading	School	0	7	15	30	33	15	100
	Diocese	1	8	23	32	25	13	99
	State	2	9	23	29	22	15	98
Writing	School	0	4	22	35	30	9	100
	Diocese	3	7	23	23	25	19	97
	State	5	9	22	22	23	19	95
Spelling	School	0	0	15	46	26	11	98
	Diocese	4	7	25	33	23	8	96
	State	5	8	21	27	25	13	95
Grammar & Punctuation	School	0	2	17	22	24	35	100
	Diocese	3	7	23	23	25	19	97
	State	5	9	22	22	23	19	95
Numeracy	School	0	11	11	39	26	13	100
	Diocese	2	12	30	32	15	9	98
	State	5	15	26	26	13	15	95

As a school community, we were very pleased with our results which were ALL ABOVE THE STATE MEAN.

100% of students from St Mary's Catholic Primary School were at or ABOVE the National Minimum Standard of Achievement in Year3 Reading, Writing, Spelling, Grammar and Punctuation and Numeracy and in Year5 in Reading, Writing, Grammar and Punctuation and Numeracy.

A Professional Development Day was set aside for all staff to be involved in, investigating and analysing the results and determining which aspects the school is covering well and which aspects require further development. The NAPLAN development day forms much of the basis for programming the following year. A CEO Consultant assists us with this thorough investigation of the results achieved.

PROFESSIONAL LEARNING AND TEACHER STANDARDS

Professional learning

Throughout 2013, teachers at St Mary's Catholic Primary School undertook training in one or more of the following:

Student Assessment and Evaluation Workshops, CPR Training, NAPLAN Analysis, IEU Training Days, Musica Viva, Environmental Education, Executive Development for the Principal, Assistant Principal and Religious Education Co-Ordinator as set by the CEO, Autism/Aspergers Spectrum, Spiritual Retreats and Faith Formation. Support for Literacy and Numeracy, Support for the Gifted and Talented, MS Readathon, Diocesan Literacy and Numeracy Evaluations and Assessment Strategies, Child Protection Workshops, CEO Teacher Code of Conduct Workshops, ICT Implementation in the School, Peer Support Training and the Tournament of the Minds Workshops and Training Days. Much Professional Development also centred on the implementation of the National Curriculum for English.

The school also hosted a number of CSU Students undergoing teaching practice and hosted some local high school students seeking work experience in Primary education.

The staff at St Mary's Primary School are committed to continuously improving their teaching and actively engage in and seek a variety of professional learning activities. Teachers were involved in approximately 120 different activities outside the weekly staff, grade or stage meetings which also contain Professional Learning activities.

The total number of days in professional learning activities for 2013 was 89.

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	Nil
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.	Nil

Teacher Attendance and Retention Rates

Teacher Attendance	95%
Teacher Retention	100%

WORKFORCE COMPOSITION

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

SCHOOL POLICIES: STUDENT WELFARE, DISCIPLINE, COMPLAINTS and GRIEVANCES

The school has developed policy in a number of areas and these have been shaped by government legislations, diocesan guidelines and have included parental and staff consultation. Policies are notified to parents through newsletters, the enrolment handbook, and are, from time to time, sent home with the children. The following policies have been developed and are available for parents to view:

- *Allergy and Asthma
- *Assessment and Reporting
- *Complaints and Grievances
- *Emergency Evacuation
- *First Aid
- *Homework
- *Information Technology
- *Pastoral Care
- *Personal Development
- *Professional Development of Staff
- *Road Safety Education
- *Sports Welfare
- *Administration of Medicine
- *Canteen
- *Discipline(including Anti-Bullying)
- *Excursions
- *Handwriting and Bookwork
- *Induction of Staff
- *Occupational, Health and Safety
- *Peer Support
- *Playground Supervision
- *Programming
- *Special Education
- *Sun Protection

In addition to the above, staff, parents and students are also required to comply with school procedures in the following: Family Law, Visitors to the School, Appointments with Staff, Allergies, Absenteeism and Uniform.

Student Welfare Policy

The school community is a caring body of people that follow the ideals of Jesus Christ and the Catholic Church. Pastoral Care is therefore an integral part of the school's life and a major influence on school policy. At St Mary's Catholic Primary School the aim is to provide a pastorally caring environment where each child is treated as an individual whose personal well-being is of the utmost importance.

The major orientation of the St Mary's Catholic Primary School Discipline Policy is the fostering of self-discipline. School rules are guidelines to promote the Christian development of the whole community. Similarly, punishment must not be viewed as the consequence to failure but rather as a process challenging them towards transformation and personal growth.

Affirmation and acknowledgement of positive characteristics displayed by students are essential elements of school discipline.

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.

During 2010, a whole school approach to Anti-bullying and Resilience education was undertaken. Using Cool, Calm Kids for K-2 and Bully Busters for 3-6, a programme of activities were conducted each week during PDHPE. Information was also included in the weekly newsletter so that parents could help reinforce the message we were delivering at school. The programme appeared to have a positive influence and we look forward to continuing this programme.

The full text of the school Student Welfare Policy may be obtained through the School Office.

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

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

Complaints and Grievances Policy

St Mary's Catholic Primary School is committed to providing a pleasant, safe and effective working environment for the students. As duty of care is paramount in all schools, policies such as Work, Health and Safety, Child Protection, Student Welfare, Staff Code of Conduct and Privacy have been developed.

It is important that concerns be dealt with quickly and effectively to address the issue, allay fears and prevent issues developing further. Parents are made aware of the policy through newsletters and the enrolment handbook. All staff are made aware of the Complaints and Grievances Policy. It is expected that all complaints will be dealt with impartially, confidentially, fairly and speedily.

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

Anti-Bullying Policy

The full text of the school Anti-bullying Policy may be accessed through enquiries at the front office, however, a full copy of the policy is made available to parents when children are enrolled at the school.

There were no changes made to the Anti-Bullying Policy during the year.

SCHOOL DETERMINED IMPROVEMENT AND TARGETS

With assistance from other areas, we continue to work towards developing and improving our play areas. An outdoor Chess set, AFL football posts and Infants playground pavement games were established, including an Aboriginal hopscotch. New seating was added to the undercroft area for the Infants children and a very large painting, painted by Yr6, was erected in the undercroft area.

Our Vegetable Garden took form and we continued to successfully harvested our crops. All students from Kindergarten to Yr6 are fully involved in composting and worm farming and each grade is involved in planting and harvesting. A firm relationship has thus developed between the students, the St Vincent de Paul Soup Van Committee and the Bletchington Street Nuns, as surplus crops are donated to these causes on a regular basis.

Our Literacy Committee continues to analyse the NAPLAN data and gauging appropriate resources for student use throughout the school. We aim to increase the availability of text types for all grades and further develop our Infants reading materials and programmes.

With the assistance of the P&F, National Partnerships and CASAP funding, we continued to embellish our reading resources with enriched texts of varying genres. Much time and effort was spent on careful selection of texts and the writing of new programmes of learning in line with the requirements as set in the National Curriculum.

Catholic Life and RE have continued to be a focus for the staff during 2013. All staff were involved in weekly staff prayer, a staff retreat and reflective discussions. Effective programming of RE was a focus during 2013.

INITIATIVES PROMOTING RESPECT AND RESPONSIBILITY

In addition to what is taught and demonstrated in the classrooms, the school maintains a very strong Peer Support Programme. This programme involves all children in the school from Kindergarten to Yr6.

Students also proudly participate in the ANZAC Day March and are fully involved in regular Flag raising ceremonies where respect to our Aboriginal heritage and the singing of the National Anthem take place. Children are recognised at school assemblies and within the classroom and newsletter with a variety of awards and merit cards that promote respect, Christian Leadership, fair play and responsibility.

Children are also recognised during our annual School Presentation for their academic success, Christian Leadership and sporting representation.

PARENT, TEACHER AND STUDENT SATISFACTION

During the year, a sample group of parents were asked to complete a survey indicating their satisfaction in relation to aspects of St Mary's Catholic Primary School. Comments and responses were taken in regard to four key elements: development as a catholic school, curriculum and its implementation, organisation and management and resources and facilities.

Results were as follows:

1. We are satisfied with the **CATHOLIC ETHOS** of the school (Religious Education, Prayer, Liturgy, Pastoral Care and Discipline).

Strongly agree=68% **Agree=32%** Disagree=0% Strongly Disagree=0%

2. We are satisfied with the **CURRICULUM** of the school (Quality of teaching and learning, understanding the 'basics', academic excellence and use of technology)

Strongly Agree=52% **Agree=48%** Disagree=0% Strongly Disagree=0%

3. We are satisfied with the **ORGANISATION AND MANAGEMENT** of the school (Communication, opportunities to meet with teachers and general organisation)

Strongly Agree=60% **Agree=36%** Disagree=4% Strongly Disagree= 0%

4. We are satisfied with the **RESOURCES AND FACILITIES** of the school (grounds, teaching facilities, teaching resources and safety)

Strongly Agree=56% **Agree=44%** Disagree=0% Strongly Disagree=0%

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

