



Archdiocese of Canberra and Goulburn
CATHOLIC EDUCATION OFFICE

ST JOSEPH'S SCHOOL

Grenfell, NSW

2013 Annual Report



SCHOOL CONTACT INFORMATION

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PRINCIPAL

MESSAGE FROM OUR SCHOOL COMMUNITY

Principal's Message

Welcome to the St Joseph's School Annual Report for 2013.

St Joseph's is a Catholic school within the diocese of Canberra Goulburn. Our school has served the Grenfell community for over 110 years and has a proud history. We are proud of our efforts and achievements throughout 2013. Some of these include the staff becoming fully trained all three modules of First Steps, Reading, Writing and Speaking and Listening. The Parents and Friends Association work hard to provide the very best for our students and have supported the school throughout the year. The work on the front garden looks fantastic! We are grateful for their support.

School Board Message

During 2013 we have had excellent support from our parents who continue to fundraise and help out throughout the school in a number of initiatives. Highlights for 2013 include: The Henry Lawson Festival weekend, Catholic Schools Week, weekly tuckshop and street stalls. The Movie Night and Disco for the students also provided an opportunity for parents to come together and support the school. We are proud of our achievements and look forward to a bright 2014.

Dominic Nowlan

P&F President and School Board Chair

Student Representative's Message

2013 has been a spectacular year. We have created new activities in the SRC for the whole school such as movie night and the school disco. We have also participated in some traditional events such as Anzac Day and Remembrance Day. Both the Senior and Junior excursions were a terrific experience for the kids. We thank all of the teachers and parents for their support in the previous years. All in all this year has been fantastic!

Connor Day and Natalie Cotter

School Captains 2013

SCHOOL FEATURES

St Joseph's is a Catholic Primary School located in Grenfell. The school caters for students in Kindergarten - Year 6, and has a current enrolment of 58 students.

Students attending this school come from a variety of backgrounds and nationalities consisting of 30

male and 28 female students; 0 indigenous students; and 1 with a Language Background other than English (LBOTE).

The school employs 10 staff comprising 7 teachers and 3 non-teaching staff, the latter being employed in a variety of capacities including learning support, clerical work, and cleaning of the classrooms and school grounds.

The school's website can be found at www.stjosephsgrenfell.nsw.edu.au

RELIGIOUS EDUCATION

St Joseph's Grenfell follows the Archdiocesan Religious Education Curriculum, *Treasures New and Old*.

The Mission of St Joseph's school is based on the Gospel Values. As such the education provided is based on ideals which include:

- * the teachings and example of Jesus Christ
- * the importance of the individual
- * the sacredness of life
- * the search for truth
- * the importance of love, justice, freedom, hope and service to others

The school attempts to foster a response from all its members to the person who is at the centre of the Good News - Jesus Christ.

The staff at St Joseph's school are committed to truly Christian ideals. Education is seen in a wider perspective in which the Christian development of each child is paramount. A close relationship between staff, students and parents is an essential part of this process providing a truly caring atmosphere. It is a shared ministry.

STUDENT ACHIEVEMENT - NAPLAN

Students in **Years 3 and 5** sat the *National Assessment Program - Literacy and Numeracy* (NAPLAN) in May this year. 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.

School and National Mean Scale Scores

YEAR 3	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
National	419	416	411	428	397
School	437	407	376	546	410

YEAR 5	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
National	502	478	494	501	486
School	531	502	505	514	465

Proportion of students at or above the National Minimum Standard

YEAR 3	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
National	95%	95%	94%	95%	96%
School	100%	100%	83%	100%	100%

YEAR 5	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
National	96%	92%	93%	95%	93%
School	100%	100%	100%	100%	100%

Proportion of students in each Achievement Band

YEAR 3	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
Band 6	25%	8%	8%	42%	8%
Band 5	33%	50%	17%	33%	58%
Band 4	25%	0%	33%	8%	0%
Band 3	17%	25%	17%	17%	33%
Band 2	0%	17%	8%	0%	0%
Band 1	0%	0%	17%	0%	0%

YEAR 5	Reading	Writing	Spelling	Grammar & Punctuation	Numeracy
Band 8	17%	17%	0%	17%	0%
Band 7	42%	8%	33%	33%	0%
Band 6	25%	42%	42%	17%	33%
Band 5	8%	25%	17%	33%	50%
Band 4	8%	8%	8%	0%	17%
Band 3	0%	0%	0%	0%	0%

The above tables show that the percentage of students in the top two bands in Years 3 and 5 in Reading and Grammar and Punctuation is pleasing. A number of initiatives have impacted on these results including the implementation of a range of teaching strategies to improve students' reading levels, the development of a balanced literacy blocks throughout each class and professional development undertaken by staff. NAPLAN results will be further analysed to inform and guide the direction for future improvements particularly in the areas of Spelling and Numeracy.

SCHOOL POLICIES

Enrolment Policy

In enrolling students we are directed by the Archdiocesan Enrolment Policy which can be found on the Annual Report page of the school's website or on the Catholic Education Office website at <http://www.ceocg.catholic.edu.au/parents/Pages/GeneralPolicies.aspx>

All interested parents wishing to enrol their child at St Joseph's are invited to meet with the Principal for a formal interview as part of the enrolment process.

All parents/guardians are required to sign the application form and agree to its contents before enrolments can be accepted. Documentary evidence of Birth Certificate and Baptism (if applicable) must be provided. An immunisation Certificate is also required. Immunisation is recommended but not compulsory. Non-immunised children may be excluded from school at times of outbreak of some diseases.

Kindergarten Enrolments and Orientation

It is generally desirable that children commencing in Kindergarten should be five (5) years of age. In accordance with guidelines set by the Catholic Education Office Canberra, a child must turn 5 years of age by 30 April of the year of enrolment. Children commencing Kindergarten are invited to attend Orientation Days in Term 4 of the year preceding their commencement at school. Attendance on these Orientation Days is not compulsory, but highly recommended, as it helps dispel any anxieties that children might have about the school environment.

Attendance Policy

Children who are away from school must provide a note from a parent or guardian informing the class teacher of the reason for the absence. This is a legal requirement. Verbal contact from either the parent or guardian is not acceptable, as the written explanation is required to be held on file for a period of 12 months from the date of absence.

Partial absence is when a student is absent or taken from the school grounds between the hours of 9.15am and 3.15pm. For all Partial absences parents or guardians must report to the office and complete a 'Student Permission for Partial Absence Slip'. This slip accompanies the student and or parent to the classroom and is then given to the classroom teacher to be filed with the class roll.

Discipline Policy

St. Joseph's School aims to foster self-discipline amongst its pupils. The development of self-discipline is enhanced through the Religious Education Program which encourages Christian values and respect for the rights of other people and their property. This consideration for the rights of others is fostered both in the classroom and on the playground through positive rewards for favourable behaviour. Our school should create a protective environment for all children where bullying or unfairness is discouraged. The following Code of Behaviour has been established in consultation with students, parents and staff. All students are fully aware of the expectations outlined in the code of behaviour.

Children attending St. Joseph's School are expected to:

- * Be honest at all times.
- * Respect, help and care for each other, especially the younger children.
- * Use appropriate language at all times.
- * Share with each other when appropriate.
- * Remain within designated play areas.
- * Play in a manner that will not endanger themselves or others.
- * Display courteous behaviour at all times.

- * Treat property belonging to the school and others with the utmost respect.
- * Maintain a high standard of dress uniformity and hygiene.
- * Make the effort to work at maximum capacity at all times.
- * Represent the ethics and ideals of the school in extra curricula activities.
- * Display exemplary conduct at all times when in school uniform both inside and outside the school grounds.

Children who do not meet the behavioural requirements of the school will be counselled in relation to their behaviour.

Corporal punishment is expressly prohibited in this school. In addition we do not sanction the administering of corporal punishment by non-school persons to enforce discipline at our school.

The full text of the school's Discipline Policy is available on the school website or from the Front Office.

Complaints and Grievances Resolution Policy

The school policy is based on procedural fairness and recognises that parents and caregivers must have access to processes that allow them to resolve concerns in a supportive and conciliatory environment. Any concerns raised are responded to promptly and fairly and confidentiality is always maintained. A full text of the school policy is available on the school website or from the Front Office.

PRIORITIES AND TARGETS

School priorities for 2013 focussed on the completion of the First Steps literacy development program. All of our staff are now trained in all of the 3 modules including Reading, Writing and Speaking and Listening. Another priority during 2013 was to engage the Working Like a Mathematician program throughout the school. This has been a very worthwhile program which will be developed further in 2014.

Our school has developed a number of priorities for 2014. These include:

1. Developing the area of Social Justice and Action
2. Review systems of Accountability and Compliance
3. Identify evidence-based strategies for improvement
4. Use objective data on student achievement as evidence of successful teaching

PROFESSIONAL LEARNING AND TEACHER QUALIFICATIONS

Professional Learning

All teachers have been involved in professional learning during the year. These activities are designed to develop the skills and understandings of staff to improve student outcomes. Professional learning can take many forms including whole staff days, subject specific inservices, meetings and conferences.

The school held five whole staff days in 2013. The content of these days was as follows:

Term 1

This was the first day of the year. All staff were involved in Professional Development in the 'Ideas' program. This was held at school.

Term 2

Staff travelled to Cootamundra for training in First Steps Reading. Training for this day was provided by the staff at the Catholic Education Office. All staff attended the Professional Development Day.

Term 3

All staff were involved in professional development in the use of First Steps and its integration into the Australian Curriculum.

All of the teaching staff were involved in a NSW System Day in Young. The purpose of the day was to introduce the Australian Curriculum to schools within the Western Region. The day was prepared by a team at the Catholic Education Office and included a number of external speakers. This day was attended by all staff.

Term 4

All staff were involved in a Spirituality Day at St Joseph's Grenfell. The day was facilitated by the schools Religious Education Coordinator. The focus of the day was the practical use of Spirituality and Prayer within our school.

In addition to the four whole staff days all staff were involved in four twilight sessions throughout the year. These sessions were provided by staff from the Catholic Education Office. The content was based on First Steps and the Quality Teaching Framework.

Teacher Qualifications

All teachers are qualified as required by the relevant State and Territory bodies.

TEACHER ATTENDANCE AND RETENTION

The average teacher attendance rate during 2013 was 98.5%.

The teacher retention rate from 2012 to 2013 was 87.5%.

STUDENT ATTENDANCE

The average student attendance for the school during 2013 was 95.73%.

School attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group

Kindergarten	97.6%
Year 1	97%
Year 2	88.9%
Year 3	96.8%
Year 4	93.6%
Year 5	94.6%
Year 6	93.9%

PARENT, TEACHER AND STUDENT SATISFACTION

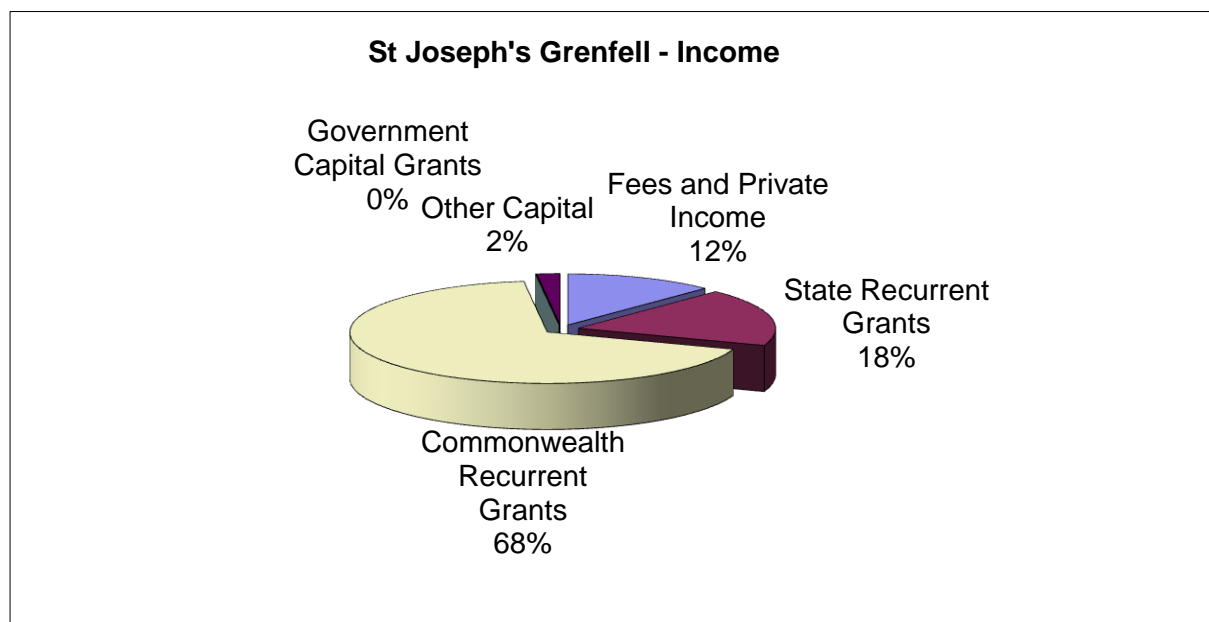
A survey was taken which involved the main stakeholders at the school. The purpose of the survey was to attain the levels of satisfaction from parents, staff and students.

The parent's survey showed that overall the community was satisfied with the level of service that the school provided. The completion rate of returned surveys was sixty seven percent. Results indicate that the school is committed to its approach to teaching and that teachers are enthusiastic in their approach to teaching. Overall the parent body thought that their child's reports were informative and that the school sets high standards of student behaviour. Parents believe that the staff are approachable and that the school is managed well. Overall one hundred percent of parents agree or strongly agreed that they were satisfied with the education of their children at St Joseph's School.

Sixty-two percent of staff returned survey. From the surveys returned all staff agree that they have opportunities for professional development and have recognition from their colleagues. Overall, staff feel like a professional at work and that they are well supported. All staff agree that communication is effective at their school and that leadership staff are open and understanding. One hundred percent of surveyed staff feel as though their role is important and that their workplace has a positive ethos.

All Year 6 students were surveyed. From these surveys all students feel that the school has a caring environment and that teachers give helpful feedback about their work. As students they are encouraged to improve the standards of their work and they felt that they did interesting things in class. All students indicated that their teachers put a lot of energy and preparation into teaching them at school.

FINANCIAL INFORMATION



St Joseph's Grenfell - Expenditure

