

St Joseph's Primary School

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TENTERFIELD, NSW 2372

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Parish Priest: Fr Barry Leech

Parish: St Mary's, Tenterfield

Principal: Mrs Geraldine Holland



Annual School Report 2012

Mission/Vision Statement

At St Joseph's School we are committed to the Spiritual, Social, Cognitive, Physical, Cultural and Aesthetic development of all children. Our philosophy is based on the teachings and values of Jesus Christ and the traditions handed down by the Catholic Church. We recognise the work initiated by Mother Mary MacKillop and the Sisters of St Joseph and endeavour to continue their work of bringing the Good News of Jesus to all people. We strive to strengthen the relationship between family, school, parish and the wider community and we share in the evangelizing mission of the Church. We aim to equip the children with guidelines for Christian living in today's society. We provide quality teaching to ensure that each child's full potential is reached.

About this Report

St Joseph's Primary School is registered by the Board of Studies (NSW) and managed by the Catholic Schools Office, Armidale, the 'approved authority' for the Registration System formed under Section 39 of the NSW Education Act 1990. The annual report provides parents and the wider school community with fair, accurate and objective information about various aspects of school performance and development. The report describes achievement of school development priorities in 2012 and gives information about 2013 priorities. This Report complements and is supplementary to school newsletters and other regular communications. This Report is sent to the Catholic Schools Office, Armidale for validation with the requirements of the Education Act 1990 before being forwarded to the Board of Studies. Following its submission to the NSW Board of Studies the report will be presented to the parent body and be available on the CSO website by 30 June 2013. The school consultant also validates that the school has in place appropriate processes to ensure compliance with all NSW Board of Studies requirements for Registration.

Principal's Message

It is my pleasure to present my first Annual School Report as Principal of St Joseph's School, Tenterfield. This report provides information about the school's activities and performance during the past year. I firmly believe that St Joseph's is a wonderful school where good things continue to happen.

Our school has a strong culture with a focus on learning and living out Christian values. I commend all the staff, parents and students for their efforts and hard work.

Between the day to day learning in the classrooms including liturgies and celebrations, there were a number of extra-curricular activities that took place throughout the year including CAP enrichment days, fundraising activities for Caritas and Catholic Mission, local, district and diocesan sporting competitions and carnivals, Buddy Program, Grandparents' Day, community service activities, and excursions. All of these activities have been important and valuable and I am thankful to the staff and parents who have coordinated and organized them.

2012 has been a very exciting year. I thank the Parents and Friends Association for their hard work and dedication in supporting our school, the School

Board for their encouragement and guidance and the teaching and support staff for their professionalism, dedication and care and always working together to achieve the best learning outcomes for all students. I would like to acknowledge our students who help to make our school a welcoming and supportive school.

In 2012 the school has received support from "Making Every School a great School – More Support for Students with Disabilities" funding from the Commonwealth Government. The purchase of an I-Pad allowed students to be supported at and during transition. The purchase of this equipment has enabled students' transition to be specifically supported through visual and story scripts. The equipment provided awareness and reduction of anxiety and stress for students at transition.

The school was also involved in establishment of 'Pragmatic Organisation Dynamic Display' approach to provide strategies to support the design, production and implementation of communication systems to enable genuine communication for a variety of functions in all daily environments for non-verbal students. This resource will enable the development of a full language program with a focus on the four block literacy framework.

As Principal I am thankful to all members of our school community for your support, involvement and hard work and I wish you every blessing for the new year.

Parental Involvement

Parents are involved in the School Board which is an advisory body to the Principal and Parish Priest. In 2012 the Board offered valuable advice on budgeting and the ongoing maintenance of the school, along with consultation on school policy.

The Parents & Friends Association raised funds through a Street Stalls, raffles and a Melbourne Cup Calcutta. The school canteen was also raises funds for the P&F. The P & F also assisted at the athletics carnival and held barbecues to welcome families at the beginning of the year and on Presentation Day. In 2012 the P&F Association covered the cost of the bus for the Years 5&6 students to attend an exhibition at the Brisbane Museum. School Board Chairperson

Student Leadership

The model of student leadership at St Joseph's School consisted of two Year 6 School Captains, House Captains for both of the houses with all other Year 6 students sharing in the student leadership of the school. During 2012 our responsibility was to act as excellent role models at all times. We

organised and ran school assemblies and led the school in morning prayer. We assisted anywhere needed such as representing our school at ANZAC Day and Remembrance Day. We modelled to younger students responsible leadership. We also assisted with fundraising activities such as the Dress in Green Day for Caritas and the games night for Catholic Missions. We also represented the school by thanking and helping visitors and special guests who came to the school during 2012.

The Sports Captains worked hard to assist the staff in organising the younger students at sports carnivals and by giving out sports equipment during break times all year. Our roles have enabled us to be responsible, trustworthy, organised and active members of our school. School Captains 2012

School Profile

School History

St Joseph's Primary is a co-educational school catering for students from Kindergarten to Year 6. The first Sisters of St Joseph of the Sacred Heart came to Tenterfield on 17th April, 1880. Saint Mary MacKillop visited the first convent in August 1890. In July 1914, the now School Administration Centre was blessed and dedicated as the new convent. The first school was the lower storey of the first convent until the building of the school on the present site in 1914. In 1966 further additions and alterations were made to the school. A demountable classroom was added in the late 1970's. The Parish of Tenterfield farewelled the Sisters of St Joseph in 1992. In the 2008 school year the school completed a major building and refurbishment project, having received a Commonwealth Grant of \$955,000 in 2005. St Joseph's has been part of the Country Areas Program (CAP) for 16 years and receives extra funding to support teacher development. In 2008 and 2009 the school received Australian Government grants each to the value of \$55 000 to install water tanks and solar panels. In 2009, the perimeter fencing around the school was erected and footpaths in front of the Administration Centre and along Scott St were constructed. In 2010 the school held celebrations to mark the canonisation of St Mary MacKillop whose sisters founded the school in 1880. In 2011, a new hall, classroom and disabled facilities were constructed completing the master plan of the school.

In 2012 the school for the first time got full use of the new facilities.

Location/Drawing Area

Tenterfield is part of the New England Tablelands and has a town population of 3 500 and a district population of 6 000. Although most students live in the immediate Tenterfield area, some travel from Wallangarra, Mingoola and the eastern areas of Tenterfield Shire.

Enrolment Policy

St Joseph's Primary School follows the Bishop's Commission for Catholic Schools policy Enrolment of Students in Catholic Systemic Schools in the Diocese of Armidale 2002. This document can be obtained from the school office or is available on the Catholic Schools Office web site: <http://www.arm.catholic.edu.au>.

Student Enrolment

Year	Boys	Girls	Total
2010	86	74	160
2011	75	71	146
2012	74	78	152

Student Mobility

During the 2013 school year 13 new children came to the school and 5 children left.

Student Attendance

Average daily attendance for 2012	
Kindergarten	94%
Year 1	91%
Year 2	90%
Year 3	91%
Year 4	92%
Year 5	93%
Year 6	93%
All students	92%

Management of Non-Attendance

School attendance is managed in accordance with the Catholic Schools Office Guidelines for the Management of Student Attendance.

The school has a responsibility to monitor and follow up student non-attendance. Where a student is absent for three days and no parent/guardian explanation has been offered, follow up contact to the parent/guardian is made. Through the school handbook and newsletter, parents/guardians are regularly informed of their requirement to provide written

explanation of absence. Written correspondence is provided to parents where absence is considered problematic. Where needed, outside agencies are utilised to support families. In accordance with the Keep Them Safe reforms for the safety and well-being of children, the school acts a mandatory reporter where absenteeism becomes a significant risk of harm.

Staff Profile

In 2012, St Joseph's School had a teaching staff of 8 including 7 full time classroom teachers and a Principal who taught one day per week. The Assistant Principal and Religious Education Coordinator were also classroom teachers. The Additional Needs Teacher worked four days per week in a part-time arrangement. The school also had two part time teachers, a full time and part time secretary and three teacher aides. The staff range in experience from over 40 years to 6 years of teaching. Three staff members have Masters degrees, the remaining staff have formal undergraduate teaching qualifications.

The average daily staff attendance rate for 2012 was 96.45%.

Teacher Standards

Teacher qualifications fall into 1 of 3 categories for all teaching staff responsible for delivering the curriculum.

Teaching qualifications from a higher education institution within Australia or as recognised by AEI - NOOSR*	100%
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Have qualifications as a graduate from a higher education institution within Australia within AEI-NOOSR* guidelines but lack formal teacher qualifications	%
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Do not have qualifications as above but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context	%
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* Australian Education Institution - National Office of Overseas Skills Recognition

Percentage of teachers accredited to teach Religious Education	100
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Percentage of teachers undertaking accreditation to teach Religious Education	
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Staff Professional Learning

The main Professional Learning activity undertaken in 2012 involved all classroom teachers participating in Grammar workshops these were run by the Catholic Schools Office and the Country Areas Programme (CAP). Staff were also involved in an oral language staff development day, and a staff retreat day. Staff also began in servicing on TLSI (Team Leadership for School Improvement). The Principal, Assistant Principal, Religious Education Coordinator, Additional Needs Teacher and CAP Coordinator all attended conferences specific to their roles in 2012.

Catholic Identity

Religious Education Program

St Joseph's Primary School follows the Armidale Diocesan Religious Education Curriculum and uses the student text To Know, Worship and Love as authorised by the Bishop of Armidale, Luc Matthys.

Liturgical Life

St Joseph's Primary School is part of St Mary's Parish, Tenterfield. The Principal and Religious Education Co-ordinator work with the Parish Priest, who is often involved in school activities. The school incorporates the Religious Education Program 'Celebrating Our Journey' into all aspects of school life and this contributes significantly to the Catholic culture evident in the school.

All classes attended Parish Masses a number of times each term. Once a term the whole school celebrated Mass together. St Joseph's commenced the school year with an Opening Mass and Induction of school leaders. St Joseph's Feast Day was celebrated with a whole school Mass. Ash Wednesday saw all students attend Mass. The school also gathered to celebrate Feast Days in the Liturgical Year. The school gathered to celebrate the conclusion of the school year with a Mass in the Parish Church.

Staff and Student Faith Formation

Daily prayer time continued for staff and students throughout the year with school leaders also leading the school community in prayer at assemblies. Sacramental programs were carried out with Year 6 students making their Confirmation and Year 3 students making their first Reconciliation and receiving First Holy Communion. Parents were welcomed to participate through meetings and

attending programs. The whole school staff participated in a spirituality day in October which was led by the CSO Spirituality team.

Year 6 Religious Education Test

Average score	Diocesan (%)	This School (%)
2010	70	70.2
2011	69	74.2
2012	68.4	76.8

Social Justice

The students learn about issues regarding those who are marginalised in society and how people perceive those who may be different. There is an emphasis on 'treating people as you would like to be treated yourself'. A part of the Religious Education syllabus requires students to live out the Gospel values in a practical way in their daily lives. Students also learn about the work of Caritas and Catholic Mission throughout the year and are able to contribute to various fundraising activities.

Parish Links

St Joseph's School, Tenterfield is very much a part of St Mary's Parish. Father Barry Leech, the Parish Priest, supports the pastoral role of the school. Fr Leech is actively involved in the St Joseph's School Board and is consulted regarding administrative and financial matters of the school. Members of the school staff are active members of St Mary's Parish as are many school families. Parish members are invited to all significant school events.

Respect and Responsibility

It is expected that students at St Joseph's School will demonstrate respect for each other and for members of the school community in order to maintain a harmonious environment. Students are expected to address their teachers and each other by name. It is expected that students will use manners and demonstrate respectful, cooperative and inclusive behaviour whilst at this school. The children are expected to act responsibly at this school. The students are expected to work and play in a respectful and very cooperative manner. They are also given many responsibilities at the school. The structure of student leadership lends itself to this. Students also participate in a buddy system where they act as mentors for younger students. In 2012 all classes participated in the resilience program called Bounce Back.

School Curriculum

St Joseph's Primary School follows the Board of Studies syllabus for each subject offered (as required for registration under the Education Act 1990) and implements the curriculum requirements of the Catholic Schools Office.

Features of the School Curriculum

Staff at St Joseph's have continued their commitment to cater for the varying academic range and needs of the students. Scope and Sequence plans for all Key Learning Areas are continually revised and updated to allow for more clearly defined outcome oriented programs. Experienced Educational Assistants support teachers with students within the classroom. Students have access to a variety of state and national competitions with the results indicating the curriculum offered to these students enables them to achieve pleasing results. The school has strived to continually update technology with the acquisition of new notebook computers, smartboards and internet access available in all primary classrooms. Students and staff have had opportunities to expand their use of a variety of computer programs mainly with the support of the Country Areas Program (CAP). A comprehensive sporting program exists with three major school carnivals through which children may reach Diocesan, State and National representation. Students represented the diocese at state level in athletics while there were representatives at diocesan level in cross country, swimming and touch football. Daily physical education continues to be a part of the program for all classes complemented by the continuation of the Crunch and Sip program throughout the school. The cultural program saw students broaden our students' experiences were offered through Oracles of the Bush. An Indonesian Day was celebrated as the culmination of the Indonesian studies throughout the school. The day included; music, craft, and cooking. Through the CAP program the school employed a specialist music teacher who facilitated lessons using; voice, puppetry, instruments and technology to make music. Staff availed themselves of the Cultural Immersion Program offered by the CSO which enabled them to visit indigenous communities within the Diocese.

Student Performance

St Joseph's Primary School uses a variety of assessment strategies at key points in the learning framework. These include teacher observation, portfolios, projects and presentations. The school also participates in the nation-wide literacy and

numeracy testing program for the purposes of diagnosing individual learning needs and reviewing whole class teaching programs. Information on student progress is communicated on a regular basis and opportunities exist for external assessment results to be discussed with parents on an individual basis annually.

Literacy and Numeracy

The National Assessment Program Literacy and Numeracy (NAPLAN) was introduced for students in Years 3 and 5 in May 2008. NAPLAN replaces the previous State-based Basic Skills Test and the results provide valuable information about student achievements in Literacy and Numeracy. Analysis of the results is used at school level to support the enhancement of Literacy and Numeracy outcomes for all students. Year 3 results are reported in Bands 1 to 6 with Band 6 representing the highest achievement and Year 5 results are reported in Bands 3 to 8 with Band 8 representing the highest achievement. **Please note: Figures have been rounded to the nearest whole number.**

Year 3 % in Bands		1&2	3&4	5&6
Reading	School	4.5	59.1	36.4
	National	13.6	36.2	50.2
Writing	School	0	54.5	45.5
	National	10.8	36.1	57.2
Spelling	School	4.5	63.6	32.8
	National	10.9	38.8	50.2
Grammar & Punctuation	School	9.1	50.0	40.9
	National	12.5	31.7	55.7
Numeracy	School	9.0	77.3	13.6
	National	13.1	48.0	38.9
Year 5 % in Bands		3&4	5&6	7&8
Reading	School	8	52	40
	National	17.7	47.3	35.1
Writing	School	20	52	28
	National	12.9	62.9	23.2
Spelling	School	12	48	40
	National	15.1	44	41
Grammar & Punctuation	School	16	44	40
	National	20.6	44.3	35.2
Numeracy	School	4	52	44
	National	17	51.9	31.2

In year 3 the school the school is over represented in the middle bands and under represented in the higher bands. The year 5 is achieving better in the higher bands, with the exception of spelling, grammar and punctuation.

National Minimum Standards

The lowest Band for each year (Band 1 in Year 3 and Band 3 in Year 5) represents students who are achieving BELOW the National Minimum Standard (NMS) in each aspect of NAPLAN. Students in the second Band for each year (Band 2 in Year 3 and Band 4 in Year 5) represent students who are achieving at the NMS. Students in all other Bands are achieving ABOVE the NMS.

The percentages of students in this school achieving the national minimum standard are reported below.

		Year 3	Year 5
Reading	School	41	48
	National		
Writing	School	45	48
	National		
Spelling	School	37	52
	National		
Grammar & Punctuation	School	50	56
	National		
Numeracy	School	14	48
	National		

These figures reflect those students achieving the national minimum standards and those achieving proficiency. They show a particular weakness in maths in year 3.

School Policy Summary

Student Welfare

St Joseph's Primary School seeks to provide a safe and supportive environment which:

- minimises risk of harm and ensures students feel secure
- supports the physical, social, academic, spiritual and emotional development of students
- provided student welfare policies and programs that develop a sense of self-worth and foster personal development

The school's Pastoral Care Policy is based on the Bishop's Commission Policy Pastoral Care In The Catholic Systemic Schools Of The Armidale Diocese.

In 2012 the school continued to use the resilience program, Bounce-Back to assist students with their interactions with peers. The school also became part of the kids matter initiative. This project is funded through our lowSES national partnerships money.

The full text of school and diocesan policies are available in the School Office.

There were no changes to the Pastoral Care Policy during 2012.

Discipline Policy

St Joseph's Primary School bases its Discipline Policy on the Bishop's Commission Policies Pastoral Care In The Catholic Systemic Schools Of The Armidale Diocese, Policy On Suspension, Expulsion Or Exclusion Of Students In Catholic Schools In The Diocese Of Armidale and Management Of Drug Related Issues In Catholic Schools In The Diocese Of Armidale. These policies are based on procedural fairness and are discussed with students on a regular basis. In compliance with the NSW Education Reform Act 1990, corporal punishment is banned in ALL Armidale Diocesan schools.

The full text of school and diocesan policies are available in the School Office .

There were no changes to the Discipline Policy during 2012.

Anti-Bullying Policy

St Joseph's Primary School bases its Anti-Bullying policy and procedures on the Catholic Schools Office operational policy "Student Anti-Bullying Policy". The full text of this policy is available on www.arm.catholic.edu.au.

There were no changes to the Anti-Bullying Policy during 2012.

Enrolment Policy

St Joseph's Primary School bases its Enrolment Policy on the Bishop's Commission Policy Enrolment of Students In Catholic Systemic Schools in the Diocese of Armidale.

The full text of school and diocesan policies are available In the school office.

There were no changes made to the Enrolment policy during 2012.

Complaints and Grievance Resolution Policy

St Joseph's Primary School procedures for resolving concerns and complaints is based on the Bishop's Commission Policy Complaints & Suggestions Policy for the Diocese of Armidale. This policy is based

on procedural fairness and recognises that members of the school community must have access to processes that allow them to resolve concerns in a supportive, conciliatory environment. The full text of school and diocesan policies are available in the school office.

Parent, Student and Staff Satisfaction

In 2012 the school participated in online surveys. Parent survey responses were received from 20 out of a total of 27 eligible respondents. This equates to a response rate of 74.1%. St Joseph's Primary School recorded an overall parent satisfaction score of 78% (3.9 out of 5).

Staff survey responses were received from 11 out of a total of 14 eligible respondents. This equates to a response rate of 78.6%. St Joseph's Primary School recorded an overall staff satisfaction score of 84% (4.2 out of 5).

Student survey responses were received from 19 out of a total of 34 eligible respondents. This equates to a response rate of 55.9%. St Joseph's Primary School recorded an overall satisfaction score of 83% (4.17 out of 5).

This important feedback continues to be collected to give direction for the School Board and School Leadership team to further enhance the educational opportunities afforded the students that attend the school.

School Review and Development

Annual School Priorities 2012

The school became a National Partnership School in 2012. The main priority in 2012 involved the

introduction of the national partnerships program. This involved the introduction of a remediation programme in literacy, the employment of a well being coordinator and the employment of an ICT coordinator.

In 2012 the school employed a specialist Music teacher to implement a whole school Music program. This was funded with CAP funds.

Projected School Priorities 2013

During 2013 the school will be implementing a maths programme through the national partnerships funding to address the poor results in year 3. There will also be an implementation of Kids Matter to help address difficulties with student behaviour and parental support of the school. This will begin with a module focusing on promoting a positive school community. The school will continue to focus on the use of technology in the classrooms, both through CAP and through the national partnerships funding.

Major Achievements from the 2012 Annual Plan

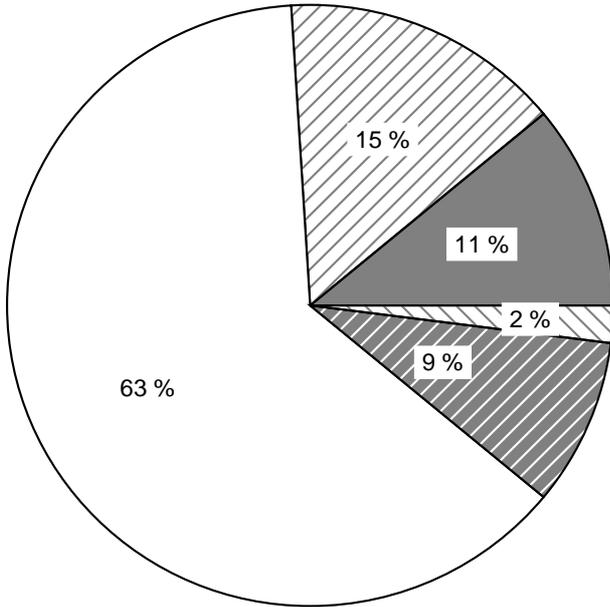
The school staff spent a considerable amount of time planning to enter 2012 as a National Partnership School. A thorough investigation of all available data (NAPLAN, surveys, Targets) enabled the staff to plan for the introduction of specific programs to improve learning and teaching at St Joseph's from 2012.

The students, staff and parents gave very positive feedback regarding the program.

The full use of the school hall, classroom and disabled toilet began with great success. It was wonderful to be able to hold whole school events in the school grounds.

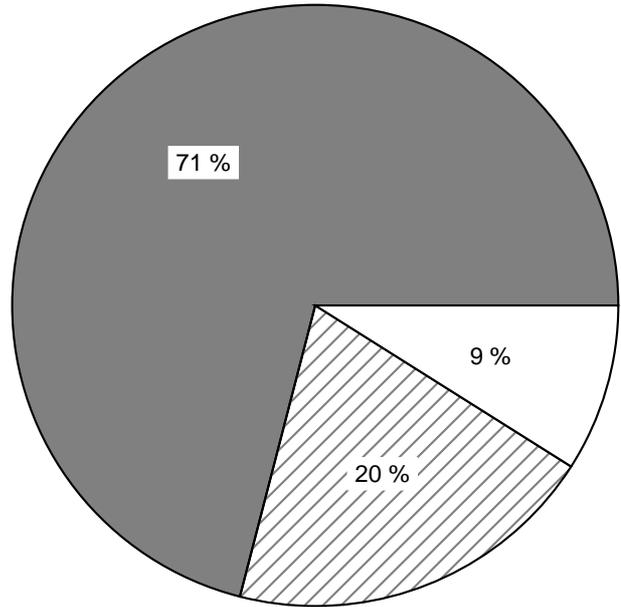
Financial Statement

Income



- fees and private income
- ▨ state recurrent grants
- commonwealth recurrent grants
- ▩ government capital grants
- ▧ other capital income

Expenditure



- salaries, allowances and related expenses
- ▨ non-salary expenses
- capital expenditure

The information in this report has been verified and the priorities endorsed by the Director of Catholic Schools and the school consultant.