Annual Report
St Joseph’s Primary School, Culcairn

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The School

I present the 2012 annual report for St Joseph's Primary School Culcairn.

Any questions or queries regarding this report may be directed to the Principal.

The school website has up to date enrolment information and key dates for 2013.

Our school website has a record of events over the course of 2012 in our student gallery.

Catholic Identity

We thank our Parish Priest Father Terence Mahedy and Sr. Marie de Pores Sister of St Joseph.

Our school community recognises the contribution both have made during 2012 and are key members of our School community.

We recognise the role Father Terence played in 2012 for our students. We especially commend him for his role with Eucharist, Reconciliation, Confirmation the School Council and Parish based Sacramental Programmes.

We recognise the work of Sr. Marie in our Sacramental Programmes and the support she offers our school community.

Catholic Identity

St Joseph’s Primary School Culcairn is fortunate to be a Parish School and our links to the Parish and hence wider community through this relationship is key to our Catholic Identity.

In 2012 we celebrated the Sacraments of Eucharist and Reconciliation and Confirmation.

We witnessed to our Catholic Identity through the celebration of Catholic School’s Week, major Feast Days and beginning and ending each term with School Mass.

We especially celebrated St Joseph’s Day and St Patrick’s Day.

Fund raising for Project Compassion continued during Lent.

We enjoyed many regular activities that have become part of the St. Joseph’s Experience. We also shared in learning activities that enhanced the attainment of outcomes within a variety of settings. These include; Special Liturgies such as our Palm burning Liturgy and School Masses Easter Liturgy Stations of the Cross, Swimming Carnivals at Local, Deanery and Diocesan level, The MS Readathon, St Patrick’s Day, St Joseph’s Day, Cross Country Carnivals, Easter Egg hunt, School Athletics Carnival, Deanery Athletics Carnival, Maths and English competitions, Athletics at Alexandra Park, Diocesan Cross Country Carnival, ANZAC Day March, Book Week activities, 4/5/6 Excursion to Dubbo Zoo, K/1 Excursion Melbourne Zoo, Feast of St Mary of the Cross MacKillop, Pre School Orientation, HMFD, Yr 3 & Yr 5 NAPLAN, Gymnastics Programme, Culcairn Show School Display, Debating, Young Leaders Day, Mufti Day for Mission Week, Life Education Van, Rotary Spelling Competition, School Photos, Our Whole School Musical Production Robin Hood, Graduation Mass, Carol Singing and our End of Year Swim Programme.

Our underlying beliefs

St Joseph’s Primary School is conscious of the need to teach our students to be Spiritual, Inquirers, Thinkers, Reflective, Adaptable, Knowledgeable, Communicators, Collaborative, Principled, Caring, Global Citizens, and Healthy.

It is our desire for children to continue their lifelong learning in these key areas. These exit outcomes direct much of what we do at St Joseph’s Primary School Culcairn.

We recognise parents as the first educators of their children and we encourage strong relationships between home and classroom.

We believe it is important to participate fully within the community, and our classroom and whole school programmes are designed to ensure all students have equal access to the curriculum at our school as well as understanding their place within community.

2012 Staff Report

Mrs Bullock took LSL for term one and then retired. On behalf of the School Council we recognise your years of service to our School Mrs Bullock and wish you all the best.
At the beginning of the year Ms Michelle Unsworth took the role of 2/3 teacher. We advertised for a 2/3 teacher and appointed Ms McKinnon from week 4 Term 1.

In Term 3 and for the first 4 weeks of Term 4 Mr Carey replaced Mr Unsworth as Principal at St Patrick's Holbrook. This joint role was successfully negotiated by Mr Carey. So much so, it has been cited as an option, to meet the demands of school communities in an innovative and creative way.

This was the first such example in the Diocese of Wagga. Comments expressed about this time include “Mr Carey is to be commended for the energy and enthusiasm he brought to both roles”.

During Term 3 Mr Scott took on the role as Yr 4/5/6 teacher whilst Mr Carey worked with St Patrick's Holbrook during this time.

Ms King taught 4/5/6 for 5 weeks in Term 4.

Mrs Sue Bourke joined our school in a Teacher Assistant Role and Nat Weston worked in our office for a time during the first half of the year.

Thank you to Jacinta Singe, our School Secretary for her work in the office, library and for all the many jobs around the school.

We also thank Sue Honeywill, our Teacher Assistant for her extra work and desire to help in all areas associated with our students and Parish Community.

We welcomed student teacher Miss Amelia King in K/1. We were pleased to have her as part of school for the time she spent with us.

We recognise the contribution Dot Livermore makes to the library as she continues to enter valuable data through the library system.

Parent Community
To our parents for helping in the canteen, selling raffle tickets, catering for Lions and Rotary Club dinners, providing transport to debates, attending sport carnivals, volunteering in classrooms, helping out with the mowing roster, attending working bees and generally supporting their children by being present at School Masses and Sport Carnivals.

Presentation Evening
We recognised individual achievement during our Yr 6 Graduation Mass in 2012.

Awards for the year 2012
Premiers Reading Challenge:
Firstly this year’s completion rates were outstanding. I was very pleased to recognise the individual rate of success across all grades.

K/1
Literacy – Brodie Lieschke
Numeracy – Broady Thomas
Outstanding Achievement in all KLAs – Harry Lee
RE – Sharni Simmons

HSIE
K/1/2 – Hannah Godde
3/4/5/6 – Teagan Wilson

2/3 Awards
Outstanding achievement in Literacy: Hannah Godde
Outstanding achievement in Maths: Austin Scheetz

Overall Achievement for 2012: Matisse Ravenna

Creative Arts Award:
K/1/2 – Broady Thomas
3/4/5/6 Maddison Clancy

RE - Lachlan Knobel.

4/5/6 Awards

Academic Consistency for 2012
Ryan Fuerherdt

Literacy - Emily Landman
Numeracy - Jack Retallick

Science and Tech
K/1/2/ - Rachael Honeywill
3/4/5/6 – Teagan Wilson

RE - Teagan Wilson
Special Award: *Spirit of St Joseph’s Award*
Jack Retallick

Presentation to Yr6

Leaving families
Pantling

2013 School & Sports Captains
School Captains  Sports Captains
Captain: Jack  Captain: Sophie
Captain: Maddison  Captain: Riley

Congratulations to all our award winners in 2012.

A Message from key School Body
We continued to meet challenges the School Council faced in 2012. It was decided that in 2012 the School Parent bodies of The School Council and the School Support Group would combine to form one support body for the school. In 2013 a new President, Vice President and Treasurer will be needed to lead our group as all incumbents will be retiring from their positions.

During 2012 the School Council was again very busy with fund raising and supporting our children. Our major fundraising activities included our Easter Raffle, Dinner on the Court, Catering throughout the year for a variety of community functions and the Henty Machinery Field Days.

Major works planned for the school in early 2013 include new Security fencing of the front of the school.

I would like to recognise the contribution of all members of our School Council and thank parents who helped throughout the year with the mowing roster and our working bees.

2012 Report - Mandi McGrath SSG President.

Student Outcomes in Standardised National Literacy and Numeracy Testing
Information through the My School website provided parents with the opportunity to reflect on the outcomes of National Literacy and Numeracy testing in 2012.
Our school had some pleasing levels of achievement across key areas assessed in 2012. Information available through the Myschools website is available for all interested parties to consider.

Data gathered through the NAPLAN testing is used by our Teachers, in consultation with Support Personnel from the Catholic School’s Office, to help focus and plan teaching emphasis in the classroom for 2013.

Professional Learning
Professional Development Days, which are supported by the community, allowed staff to continue the development of their skills.

Professional Development Days were part of ongoing training and allowed teachers to revisit and focus on the implementation of new learnings.

Other areas of training and development included 1st Aid and Resuscitation, Child Protection and Asthma 1st Aid training.

Opportunities for Teacher Professional Development were also provided through staff meetings.

Teaching Staff
The NSW government requires that this report detail the number of teachers in each of the following categories:
A) have teaching qualifications from a recognised higher education institution within Australia
B) have qualifications from a recognised higher education institution within Australia but no formal teacher education qualifications
C) have relevant successful teaching experience and appropriate knowledge but no formal teacher qualifications.

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<th>A</th>
<th>B</th>
<th>C</th>
<th>TOTAL</th>
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<tr>
<td>4</td>
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The Teaching staff at St Joseph’s Primary School have the appropriate qualifications necessary to teach K-6.

Student attendance rates for each Year level and the whole school

<table>
<thead>
<tr>
<th>Year</th>
<th>Attendance %</th>
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<tbody>
<tr>
<td>Year 6</td>
<td>95.75%</td>
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<tr>
<td>Year 5</td>
<td>93.17%</td>
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<tr>
<td>Year 4</td>
<td>94.25%</td>
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<tr>
<td>Year 3</td>
<td>96.50%</td>
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<tr>
<td>Year 2</td>
<td>95.81%</td>
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<tr>
<td>Year 1</td>
<td>97.30%</td>
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<tr>
<td>Kinder</td>
<td>97.83%</td>
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Student Non-Attendance
Non attendance is managed through regular contact with the parent body. All unexplained absences were followed up and written confirmation of absence or verbal communication was sought to ensure explanations are documented.

Enrolment Policy
Our school follows the enrolment policy as directed from the Catholic Schools Office.

ENROLMENT POLICY FOR DIOCESAN SYSTEMIC SCHOOLS Policy Statement
All parents give a firm commitment that they accept and support the life, nature and identity of the Catholic school, including the participation of their children in religious education programmes. No enrolment is denied simply because of an inability, as against an unwillingness of the parents/carers to pay. N.S.W. Legislation allows for the enrolment of children into Kindergarten who turn five before 1 August. Parents of children who turn five after 30 May are advised by the principal of the possible implication for their child. Students are to start school by the age of 6. The closing date for enrolment in a class for the following year is advertised through the Parish newsletter, feeder schools and public notices. Enrolments after closing date are accepted depending on suitability, the criteria in (i) or (ii), and vacancy in the year group. Priority Enrolments Date of application is used to determine a priority order within a category.

(i) Primary Schools:

1. Catholics within the Parish.
2. Catholics outside the Parish.
3. Non-Catholic students in agreement with Catholic ethos.
3. Non-Catholics students in agreement with Parent Responsibilities

All parents applying to enrol their children in a Catholic Diocesan school complete the official Application for Enrolment form and return it by the due date. Parents are prepared to abide by the provisions of that form, especially with regard to the support they give the school in the Catholic education of their children. The enrolment process usually includes an interview between the prospective student, parent/carer and principal to ascertain readiness and suitability of the student for the school.

Characteristics of the Student Body

<table>
<thead>
<tr>
<th>Boys</th>
<th>Girls</th>
<th>Indig*</th>
<th>LOTE*</th>
<th>TOTAL</th>
</tr>
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<tbody>
<tr>
<td>27</td>
<td>21</td>
<td>2</td>
<td>1</td>
<td>48</td>
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*Language background Other Than English

There were three main class groupings in 2012
K/1
Yr 2/3
Yr 4/5/6.

School Policies

St Joseph's has School Policies that support Student Welfare through our Pastoral Care Policy incorporating behaviour management, bullying, uniforms, excursions & student health.

Following is a description of the School's major responsibilities in the area of Pastoral Care:

- Reflect our DUTY OF CARE
- State our behavioural expectations
- Enhance development of respect and understanding for each member of the school learning community.
- Supports that students learn most effectively in a secure, ordered and well-disciplined environment. Teachers and students share responsibility in the development of self-discipline and the ability to select appropriate behaviours.
- Recognises that students have the right to learn in a school environment, which models and encourages a concern and respect for others. Bullying will not be tolerated.

Our School Community, cooperating with parents, CSO and wider Parish Community can achieve this purpose through learning programs and support.

Promoting Personal Development of Students

The school contributes to the personal development of students by providing opportunities for them to:

- gain the satisfaction associated with challenge and achievement;
- develop understanding and skills in communication and interpersonal relationships;
- develop a realistic and comprehensive self-concept and enhance their self-esteem;
- develop their interests and abilities;
- develop their personal values within a framework of broadly accepted community values;
- develop their skills in decision making;
- assist them to understand their own feelings and behaviour and those of others;
- value cultural differences;
- be caring and supportive of others; and
- contribute positively to the life of the school.

Ensuring the Safety and Well-Being of Students

The school enhances or protects the welfare of its students by:

- maintaining a school and classroom environment conducive to learning;
- ensuring a safe and secure environment where basic needs are met (refer to Glasser in Mindfields of Behaviour document) and where students are protected from harm (see Procedure 5 regarding bullying); and
- encouraging appropriate forms of behaviour (see Behavioural Management Programme).

Measures to Overcome Specific Difficulties

Teachers in the school make every effort to:

- assist students optimise their participation in school programs;
• cater for specific learning difficulties and needs;
• cater for the emotional and physical needs of all students; and address behavioural problems.

Implementation procedures set out in this Pastoral Care Policy include:
1. NORMS - the school rules
2. appropriate behaviour reinforcement procedures
3. inappropriate behavioural management
4. school routines
5. statement on bullying
6. rules for bus travel
7. statements on uniforms, excursions and sporting events
8. school organisational procedures in health issues
9. leaving school grounds notification procedures

The full text of our Pastoral Care Policy is available as a hardcopy through the School’s front Office.

Discipline Policy
We work to meet the needs of our students through our school’s Behaviour Management Programme.

The underlying philosophy of our Behavioural Management Programme:
Behaviour is measured against our classroom and whole school NORMS. Behaviour has consequences and at St Joseph’s Primary School we intend to state clearly the consequences for choices in behaviour.
Our school’s Vision and Mission Statement verbalises the purpose of our school. Our Behavioural Management Programme recognises our school’s Vision and Mission statement. It is designed to help our school community achieve its vision and satisfy its mission.
Our Vision is to have all children choose appropriate behaviour within a variety of settings. Our mission is to provide a clear structure and supportive environment for students to recognise appropriate behaviour and consequences and to recognise inappropriate behaviour and consequences.
It is just.

School Rules (NORMS) are developed at classroom level, whole school and community level at the beginning of each year. NORMS are reviewed at classroom and school level at the beginning of each term.

• students are made aware that NORMS are necessary for their safety and well being;
• students are involved in the process of developing NORMS and will be made aware of the consequences;

Whole School NORMS
Fairness
Respect & Concern for others
Students will:
• treat others fairly
• respect the needs and safety of others
• demonstrate concern for others and contribute to the safety of themselves and others

Classroom NORMS
To assist classroom management, teachers, together with their students establish NORMS for their classroom early in the year. They should include;
• communication • manners
• safety • disputes
• movement • learning

Some Playground NORMS (general)
• No hat - restricted play during terms 1 and 4
• Always play safely
• Play in the right place at the right time
• Respect other students and adults
• Play co-operatively
• Don't run on cement paths/verandahs
• Look after your school and its environment

Complaints and Grievances Procedures
Access to Complaints and Grievances procedures are an important response to God’s Mission and promote ideals of fairness and justice.
St Joseph’s Primary School provides access to the CSO policy for Complaints and Grievances. Details may be found on the Catholic Schools website:  
www.csoww.catholic.edu.au

**Improvement Targets**
Following is a Summary of our Main Renewal targets for 2012 as presented in our School Renewal Framework. The following key areas of Faith, Care, Learning, Service and Stewardship in 2012 are reported against here.

**Faith**
RE Syllabus alignment and assessment  
Indicators for our success included RE Assessment, Staff reflection days, Connections Programme participation, Making Jesus Real participation, Liturgy, prayer and worship.

**Care**
Continuing non-curricula and curricula policy development.  
Indicators for our success included NORM development and Language classes.

**Learning**
Literacy – Numeracy  
First Steps writing / spelling  
NAPLAN planning focus  
ICT application for numeracy  
First steps numeracy  
Indicators for our success included First Steps Number, Numeracy assessment, ICT training and the Learning Framework.

**Service**
Indicators for our success included Pedagogy Conference.

**Stewardship**
Ecological sustainability  
School Vision and Mission statement alignment and review  
Assets register update  
Indicators for our success included Catholic School’s Week, Completion of cover areas and new fencing.

**Initiatives Promoting Respect and Responsibility**
Respect and responsibility are behaviours and attitudes that we develop at a whole school level through the development of Classroom NORMS at the beginning of each year.

Whole School NORMS are revisited regularly through school assemblies and when necessary at an individual level.

Our approach to respect and responsibility is evident in the underlying philosophies in our Behaviour Management Policy.

St Joseph’s was also part of the Diocesan programme Making Jesus Real. This allowed the development of real life behaviours and strategies to ensure respect and responsibility was lived and witnessed to by our senior students.

**Community Satisfaction**
In 2012 the following information was gathered through a survey to parents and students. A survey for student and parental satisfaction in areas that relate to their child’s wellbeing as well as information presented to the community.

The data gathered is summarized in the following tables.

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<tr>
<th>The newsletter is informative</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
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<tr>
<th>The school website shows what students are doing at our school</th>
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<th>Disagree</th>
<th>Strongly Disagree</th>
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<tr>
<th>Parents</th>
<th>My child is usually happy at St Joseph’s</th>
<th>Strongly Agree</th>
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<th>Disagree</th>
<th>Strongly Disagree</th>
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<table>
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<tr>
<th>Students</th>
<th>I am usually happy at St Joseph’s</th>
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Financial Statement Summary

About This Report
This report was written by the Principal of St Joseph’s Primary School, Mr. John Carey.