Annual Report

St Joseph’s Primary School, Wagga Wagga

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The School
St Joseph’s Primary School is a quality centre of learning where the faith life of students is nurtured and a wide range of teaching and learning opportunities are provided in a safe and caring environment. In mind always is our motto, 'All things for God' which inspires all to do their best in all aspects of personal and school life.

2012 saw an enrolment of 186 students whose needs were catered for in a single stream learning community. A committed staff work together daily to further the faith development of the students and to ensure that each child grows into their full potential.

The Annual report summarises aspects of the life of the St Joseph’s School Community.

Catholic Identity
School Vision:
We are:
- a Christ centred community which embraces the teaching, values and ministry of our Catholic faith.
- a community in which each member is to be acknowledged and nurtured in a unique, caring, respectful manner.
- a community which provides an education which nurtures the soul, body and mind and encourages an ongoing love of learning.
- a community that strives to provide a positive and safe environment for all.

St Joseph’s School is part of a long tradition of Catholic education in Wagga Wagga. The first Catholic school was established on this site in 1885. Over the years lay men and women and religious sisters from the Presentation Congregation have provided quality Catholic education.

The presence of the clergy is evident in our school community. The parish priest visits regularly and attends Monday morning assemblies, many school meetings and gatherings. He actively contributes to the nurturing of the faith life of staff, students and families.

The school enjoys a rich liturgical life as part of the St Michael’s Cathedral Parish. Students from Kindergarten to Year Six attend Mass each fortnight. Students from Years Three to Six regularly have the opportunity to receive the Sacrament of Penance. Year Three students prepared for and received the Sacrament of Eucharist in September and Year Two students received the Sacrament of Penance in November followed by a family celebration. Year Six students were confirmed at the Cathedral on Pentecost Sunday by Bishop Gerard Hanna.

St Joseph’s School has a comprehensive religion program developed by the Diocese of Wagga Wagga. It is the resource on which all teaching is based. The program covers the areas of Prayer and Liturgy, Life in Christ, Celebration of the Christian Mystery and the Profession of Faith. Students receive a thirty minute lesson daily. It is a developmental program with each year building on prior learning.

Year Three participated in a reflection day on the Eucharist facilitated by their class teacher.

Students in Years Five and Six are integrating the ‘Making Jesus Real’ programme into their class learning experiences.

Students from Years Four and Five were trained as altar servers and a refresher course was held for current altar servers. Sessions were conducted by our parish priest and a member of staff.

Students engaged in activities to raise money to support the endeavours of CARITAS and Catholic Mission.

St Joseph’s feast day was a focus in the community with the school community celebrating Mass together and students engaging in activities focussing on the qualities of St Joseph and his life.

A Message from key School Bodies
The School Council supported many school initiatives during 2012 some of which included:
* the upgrade of the sports and maintenance sheds
* the purchase of new equipment for the newly employed maintenance/groundsman
* the contacting of new families to the school to welcome and inform
* the organisation of school maintenance mornings
Outreach to families affected by the March floods by way of donations and assistance
endorsement of the new P&F constitution
Continued support of the Parents and Friends initiatives

The School Council continues to grow in its ability to support the principal and the school community.

School Council Chairman

Student Outcomes in Standardised National Literacy and Numeracy Testing
The staff reviewed the data from the NAPLAN testing and were pleased with the results for our school. The detailed data is available from the My Schools website.
Staff members have identified strengths and areas to focus on in teaching and learning from the assessment data. Staff continue working to address the needs of learners particularly in the areas of Spelling, Grammar and working mathematically which were areas identified as focuses for 2012 and 2013.

Professional Learning
Staff were involved in the following professional learning opportunities:
- Core business in a Catholic School
- Maths and Writing Curriculum work
- First Aid and CPR qualifications
- 21st Century learning based on John Hattie research
- Child Protection
- Ipad use in teaching and learning
- Spelling, Grammar and Writing
- The Season of Lent
- The Season of Advent
- One staff member to Best Start training
- Principal and executive to retreat days by Fr Antony Gittins
- Two staff members to Tony Shaddock workshops
- Two staff to Autism Program
- One teacher to TacP Language Program
- Three staff to "Visible Learning" - Dr John Hattie
- One staff member to Observation Survey training
- Information session on Curriculum Review process
- SENA training for one staff member
- Secretarial training day
- First Steps Maths and Writing input and reflection sessions

One teacher graduated with a Master of Theology degree

Teaching Staff
The NSW government requires that this report details 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

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>11</td>
<td>11</td>
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<td>11</td>
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Workforce Composition
The staff is made up of 14 females who fill the following roles:
- 4 are full time teachers one of whom is the Religious Education Coordinator
- 5 part time teachers
- There is 1 male teacher who is the Assistant Principal.
- Principal
- 1 part time Teacher Assistant
- 1 part time school secretary
- 1 part time chaplain
- 1 part time tuckshop coordinator
There are no indigenous employees.

Student Attendance
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>94.10%</td>
</tr>
<tr>
<td>Year 5</td>
<td>95.34%</td>
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<tr>
<td>Year 4</td>
<td>95.13%</td>
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<tr>
<td>Year 3</td>
<td>95.86%</td>
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<tr>
<td>Year 2</td>
<td>94.89%</td>
</tr>
<tr>
<td>Year 1</td>
<td>96.43%</td>
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<tr>
<td>Kinder</td>
<td>95.18%</td>
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Student Non-Attendance
Student non attendance is monitored through the following procedures that the school has in place:
- Class roll is marked daily by teachers with absences being carefully recorded.
- Parents/carers are to supply formal notification to the school explaining absences. Unexplained absences are initially followed up by the class teacher. In the case that absences are not explained or there is a significant absence pattern, the matter is followed up by the principal making contact with the parents/carers.

- In the event of many unexplained absences the principal would contact the Catholic Schools Office and Family and Community Services so that appropriate follow-up can be implemented.

**Enrolment Policy**

Our school implements the Diocese of Wagga Wagga Enrolment Policy.

**Characteristics of the Student Body**

As at August Census date 2012

<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>97</td>
<td>89</td>
<td>0</td>
<td>17</td>
<td>186</td>
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*Language background Other Than English

**School Policies**

**Discipline**

Our Discipline Policy is written with the welfare of the child as our highest priority. Our policy aims to ensure that each child is treated in a fair and christian manner. Our policy and attitude promotes self-responsibility and care for one another. Students, as it becomes necessary are supported to improve and develop their behavior through behavior coaching and mentoring.

The school adheres to diocesan policy ensuring that no corporal punishment is used in the school.

**Student Welfare**

Pastoral care continued to be a strength of St Joseph’s. During 2012 all staff were attentive to the varying needs of students and quickly responded to these whether social or material. This was evident in individualised conversations, changes made to playground, counselling sought and individualised self-esteem building opportunities provided. The staff continued to be faithful to the school social skills program and anti-bullying program both of which continued to impact on the wellbeing of students. Students and families utilised the Centacare Counselling available through the school. Pastoral outreach was provided to families in need – especially those directly affected by the March floods. Our school opened its doors to North Wagga Wagga Public School sharing our playground and learning spaces with them as they had to relocate for a term and a half as a result of the floods.

**Complaints and Grievances**

In order to ensure procedural fairness, St Joseph’s School follows the policies and procedures detailed in Catholic Schools Office Handbook regarding complaints and resolving grievances.

St Joseph’s School encourages any person or group of people with a complaint to seek the assistance of the Principal. Through the weekly newsletter members of the community are encouraged, should they have a concern, to raise it with the teacher concerned or the principal.

If the issue remains unresolved the person/persons may wish to express their views in writing to the Principal or the Parish Priest.

If the person/persons are not satisfied that the matter has been resolved within the school or has a grievance with the principal, then they may approach the Catholic Schools Office. The CSO personnel dealing with the issue will assume that the relevant procedure has been followed.

**Changes to School Policies**

The Student Welfare Policy was reviewed and updated. In essence its focus remains the same.

Policies may be accessed by contacting the school office or Principal. It is hoped that policies will be available via the school website during 2013.

The school has implemented a cyclic plan for review of all school policies to ensure that they reflect current requirements and practice.
Improvement Targets

- Review pedagogy to improve teaching and learning
  Staff participated in a number of input sessions that allowed for new practices to be shared as well as improved reflection on own practice. This resulted in changed practices and focuses in classrooms.

- Implement Best start
  Best Start was implemented into Kindergarten which resulted in the individual needs of learners being met at an early stage of Kindergarten.

  Work was done on differentiation of the learning programme.

- Review assessment data to improve student outcomes
  All staff reviewed NAPLAN data and developed a plan to address identified areas of need.

  A scope of work was developed in Grammar and Spelling in an effort to improve teaching and learning focuses in these areas.

- Staff spirituality was developed
  Teachers became more aware of their calling and what that looks like in the day to day life of a catholic school community.

  Awareness raising of the history and charism of the school has raised awareness and helped develop student knowledge.

- Professional Conversations were developed around a range of educational topics and issues.
  Professional Learning plans developed with each team.

- Developing positive relationships
  ‘Habits of Mind’ continued to be implemented. Students are drawing on these habits in their daily choices and beginning to use the language of habits of mind in conversations.

  - Coaching and mentoring of students as required
  - Social Skills programme implemented

  - Parents and key professionals involved as part of student wellbeing meetings
  - Centacare Counsellor implemented specific programmes in classrooms

Community Satisfaction

Feedback from parent meetings and survey indicates that parents are very satisfied with the school.

Feedback from the staff survey indicates that the staff are very satisfied with life at St Joseph’s school.

Feedback from the students survey and discussions indicates that they are happy, feel safe and are learning.

Whilst there is a high degree of satisfaction the community is aware of areas that it can continue to grow and improve.

Financial Statement Summary

About This Report

This report was written by the Principal, Miss Carolyn Matthews, in consultation with the staff. It was resourced using diocesan and school policies, student, staff and parent input.