2013
Annual Report
St Joseph's Primary School, Lockhart

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The School
St Joseph’s School, Lockhart is a rural school located in the Riverina district of New South Wales. We provide a comprehensive educational program for all students based on the outcomes identified by the NSW Board of Studies and the Australian Curriculum.

In 2013, the school was organised from Kindergarten to Year 6 each day in four classes. These were K/1, 2, 3 and 4/5/6.

The school principal and staff are assisted by a School Council and report to the Parish Council of St Mary’s Church Lockhart on a bi-monthly basis.

This annual report was prepared in conjunction with stakeholders at St Joseph’s School.

Catholic Identity
Our vision is to inspire and motivate each child towards achieving their full potential through Jesus Christ’s love.

Religious Education is integral to all that occurs at St Joseph’s Lockhart. The Diocesan Religious Education program ‘Sharing Our Story’ forms the basis of the R.E. program.

The school works in close rapport with St Mary’s Parish of Lockhart, its Priest, Father Darren Howie, the Parish Council and Parish Community. The school and parish mutually support each other for the benefit of all. Each class is responsible for the preparation of a Mass on a regular basis and each class has a weekly turn in leading prayer at morning assembly.

Students in Years 3 received the Sacraments of Reconciliation and Eucharist for the first time and as the Sacrament of Confirmation occurs every two years, students in Years 5 and 6 will receive this sacrament in 2014.

The Student Council of St Joseph’s Lockhart provides support for the Catholic Missions and other worthwhile foundations by raising funds through a variety of activities each year. The amount raised from Mission Day for the Catholic Missions in 2013 was a record amount and was a credit to the students and their families.

The school’s Pastoral Care Policy is embedded within all school policies and ensures that all members of St Joseph’s School community are treated with respect, dignity and Catholic values.

A Message from key School Bodies

2013 ST JOSEPH’S CHAIRMANS REPORT

Once again the year has gone extremely quickly at St Joseph’s, with many things being achieved at and around our school. To my fellow council members, I thank you again for your support during the year. It was a great privilege to have you on the school council and I appreciate your time and thoughts into where the school is at and where it is heading.

Craig Douglas as Vice Chairman has been of great assistance to me and our school. Our other council members Renae Hunt (treasurer), Sally Carn (Secretary) Dan Lane, Andrew Rockliff, Sam Wooden, Bryony Hosie and Lisa Gooden, thank you all very much for supporting me as Chairman and for the countless behind the scenes hours that are often not recognised but are much appreciated.

This year has been exciting with regard to two new teachers arriving. In April we received news that Dave Enever was leaving our school. We were saddened by his loss and thank him for his time with us. We were pleased to have received additional funding for another teacher at St Joseph’s. Carlie Rake took over from Dave and Neville Stephens was employed as our additional teacher. We are lucky to have these two wonderful teachers with us. Carlie will be staying on in 2014 which we are thrilled about and Neville, we as parents wish you all the best in your career wherever that takes you.

St Joseph’s in the last 12 months has continued to succeed. Many projects were completed with new external blinds fitted to the Staff room and Library. New blinds were also fitted to the inside of the classrooms which has stopped a lot of the glare. Both teachers and students are very happy. A Colourbond fence was erected around the rear off the Library and along the back lane. This has created a safer environment for the students.

With the completion of the new classroom we only have the official opening to go. Bishop Hanna is scheduled to officially open and bless the building on Friday 13th December 2013. We have completed the water system
around the classroom and in February we plan to turf the front area with lawn which will make it more appealing. In the area between the new classroom and the internal road, we have a grand idea. With the possibilities for grants around we aim to do our best to achieve the best.

I would also like to thank all the parents and helpers who have helped with our yearly catering jobs: Lockhart Truck show, Lockhart Show and the Picnic Race parking. These all help our school immensely. Thank you to our parents for your weekend duties throughout the year and for the additional working bees we asked from you- we thank you so very much.

I would like to personally thank the two families that will be leaving us at the end of this year. They have both contributed in many ways and their presence will be missed around the school. Thank you to the Flynns and Kresbers for all your hard work and I wish your children the best in their secondary education.

In conclusion I would like to thank you all for the 2013 year as Chairman. Things have run smoothly and the school continues to look fabulous.

I wish everyone a safe and Merry Christmas and see you all bright and happy come 2014.

THANK YOU!!

KIND REGARDS,
TRENT GOODEN – CHAIRMAN ST JOSEPHS SCHOOL

Student Outcomes in Standardised National Literacy and Numeracy Testing
All NAPLAN students in Years 3 and 5 achieved the National Minimum Standard in all areas of NAPLAN testing, apart from Year 3 reading where 94% of students achieved this result. With talking, listening and language being our major focus of 2013, there were improved results in all areas of literacy from 2012.

Professional Learning
In 2013, staff have undergone professional development in various curriculum based areas including Reading Recovery Continuing Contact, First Steps Reading and Speaking and Listening, Observation Survey training, FaithStory and Witness training, literacy curriculum group, SENA Administration, information technology in schools, Australian Curriculum orientation, compliance workshops in First Aid, CPR, chemical safety and Child Protection, Making Jesus Real, Beststart training and curriculum reviews in Maths and HSIE.

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.

This is monitored by the Catholic Schools Office, Wagga Wagga.

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<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>7</td>
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<td>7</td>
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Workforce Composition
Staff include four full-time teachers, three permanent part-time teachers, three special needs teacher assistants and a clerical assistant.

Student Attendance

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<thead>
<tr>
<th>Year</th>
<th>Attendance %</th>
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<tbody>
<tr>
<td>Kinder</td>
<td>92.45%</td>
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<tr>
<td>Year 1</td>
<td>94.79%</td>
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<tr>
<td>Year 2</td>
<td>94.43%</td>
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<tr>
<td>Year 3</td>
<td>95.44%</td>
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<tr>
<td>Year 4</td>
<td>93.23%</td>
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<tr>
<td>Year 5</td>
<td>90.63%</td>
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<tr>
<td>Year 6</td>
<td>94.12%</td>
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Student Non-Attendance
At St Joseph’s School, the following procedure is adopted in cases of student non-attendance:
- The parent/carer of the child is to be contacted by the school.
- The parent/carer is informed that they have a legal obligation to notify the school about their child’s absence.
- If the school feels that the absence has not been appropriate ie. truancy, the
school at this time makes an appointment for the parent/carer to meet with the school principal to put procedures in place for the student to be able to meet legislative requirements in their attendance at school.

**Enrolment Policy**

Enrolments are considered for all children after turning five years of age. A transition program is organised annually to assist in the enrolment process. No Catholic child will be refused a Catholic Education on financial grounds. Enrolments of non-Catholic children are accepted as long as there is sufficient accommodation for these children, the Parish Priest and Principal are in agreement with the enrolment, the pupil participates in all religious observances as allowed by doctrine and the proportion of non-Catholic pupils does not become so large as to affect the Catholic ethos of the school. Full details are available from the CSO’s policy which is available on the website – www.cso.wagga.catholic.edu.au

**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>34</td>
<td>34</td>
<td>0</td>
<td>0</td>
<td>68</td>
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</table>

*Language background Other Than English

**School Policies**

**Discipline**

It is the policy of St Joseph’s School to offer all students an education of the highest quality and to assist each student to develop fully as an individual and as a member of the Catholic School community and the wider community. To this end, teachers encourage a learning/teaching environment where there is appropriate management to ensure purposeful learning. Our ‘Wellbeing Policy’ observes the right of every child to feel safe, to learn and to be treated respectfully. In acknowledging these rights, the children have the responsibility to keep themselves and others safe, to learn to do the best of their ability and let others do the same and the responsibility to treat others with respect. This school policy on student management is understood and adhered to by teachers and students.

**Student Welfare**

St Joseph’s School is committed to providing a safe, secure and stimulating environment conducive to learning. This is characterised by endorsing the gospel values of justice, inclusion, reconciliation, respect, truth and honesty.

A safe and secure environment is developed when all members of the school community respect an individual’s rights and freedoms, responsibilities and duties, as well as responding to the needs of students, staff and community. The Pastoral Care policy of St Joseph’s School asserts that students have a right to a safe environment at school and that inappropriate behaviour will not be tolerated. Clearly defined steps will be taken to protect students in a safe, healthy and friendly environment.

**Complaints and Grievances**

Complaints and suggestions can be opportunities for growth and improvement. Complaints, as well as compliments and other constructive feedback, create opportunities for a school to improve its services and prevent future problems. A community that is open to complaints and suggestions is characterised by signs of impartiality and confidentiality, respect for the dignity of those involved, and is proactive in ensuring there is no fear of victimisation. The processes in the Complaints Handling Procedure at St Joseph’s School are to ensure procedural fairness, with a fair hearing and a deliberated decision.

**School Policies**

These policies are available on the school website www.sjloww.catholic.edu.au or in full text at the school office upon request.

**Changes to School Policies**

The introduction of the Australian Curriculum began with English in 2013. Minor changes to other policies were made on a needs basis.

**Improvement Targets**

In 2013, the main priorities in our school’s Annual Improvement Plan were as follows;

- FaithStory and Witness training
- Introduction to the Australian Curriculum - English
- Focus on Talking and Listening through National Partnerships
- ‘First Steps’ Speaking and Listening training and follow up
- Implementation of the Beststart program
- Presentation of our MORE project
• Reading Recovery Continuing Contact

In 2012, the main priorities in our school’s Annual Improvement Plan were as follows;
• Beginning implementation of our MORE project
• Reading Recovery Continuing Contact
• Implementation of language project
• ‘First Steps’ Writing training and follow up
• Work Health & Safety audit

All of these priorities were addressed.

Initiatives Promoting Respect and Responsibility

We are committed to preparing young people for tomorrow’s world by providing an education which is harmonious with the values of the Gospels and the teachings of the Catholic Church. Our school’s Vision and Mission statement is based on respect for others and the children taking personal responsibility for their actions.

In putting these values into action, we participated in National Schools Clean Up Day to enhance our school and provide service to our local area. The school also participated in community based events such as Senior Citizens Week, ANZAC Day, the Lockhart Show and Remembrance Day as well as activities based on being more aware of those in need such as an environmental workshop and Mission Day.

The Life Education program is highly valued and supported at St Joseph’s, promoting nutrition, active lifestyle, communication, problem solving, personal health choices and growth development. In keeping our students safe, we also participated once again in our annual intensive swimming program in which all students benefitted from these life-saving skills being taught. We also joined with Central School to be involved in Bike Week activities.

Student leadership is encouraged at our school through the Student Council. Student councillors are elected by their grade peer group each term. This forum provides an opportunity for students to propose, discuss and present ideas, suggestions and requests to the appropriate adult group of staff, school council or parish council. Our school also holds elections each year for school captains and sports captains.

The school’s ‘buddy system’ supports new enrollees, especially Kindergarten students. There is also an Orientation Day to support the children who are enrolling at our school. Our transition program was continued this year, where the new Kindergarten children for 2014 spent one morning per week in the Kinder classroom for the last half of Term 4. This has been very successful for all those involved.

In the ’Self and Relationships’ units of the PDHPE program, the students have been involved in ongoing experiences about interpersonal relationships, growth and development. In addition to this, each class at the beginning of the school year, establishes ‘Norms of Behaviour’ to promote respect and responsibility in the classroom. We also had a touring group at the school who performed the third part in ‘The Bully’ trilogy to promote awareness in wellbeing.

The Year 6 students travelled to Wagga Wagga for a leadership conference this year and used the skills and ideas from this to benefit the school. They began ‘The Year 6 Report’ which was a weekly 2-page addition to the school newsletter, designed and written by them.

The school also continued the implementation of the Making Jesus Real program which challenged the students to become responsible for their own growth as a person and develop a good attitude towards the things that they encounter in life. In addition to the program, two whole-school MJR days were conducted during the year as well as a ‘Pushing Boundaries’ day run specifically for the Year 6 class by two of our teachers.

Community Satisfaction

St Joseph’s School Council comprises parent representatives, Parish Priest and the Principal. They meet monthly to provide advice to the Principal on matters of policy relating to the well-being and direction of the School and support the organisation of the school through promotion, fundraising and budgeting.

Parent forums are also available through termly information meetings where a specific
focus is discussed to provide parent information. We have received very positive feedback from parents about these sessions.

We have a wonderful degree of parental involvement at St Joseph’s in many capacities which is very supportive and encouraging.

Financial Statement Summary

![School Income Chart]

About This Report

This report was generated using information available from the school. This includes annual improvement plans, school policies, weekly newsletters, surveys and reports to and from the school and wider community as well as from data supplied by the Catholic Schools Office, Wagga Wagga.

The report was written by the Principal, Debbie Sheather, in December, 2013.

It has been presented to the Parish Council of St Mary’s Lockhart, the school community of St Joseph’s Primary School Lockhart with the full knowledge of the school staff and the Catholic Schools Office of the Diocese of Wagga Wagga.