

# St Joseph's Primary School

50 Scott St

TENTERFIELD, NSW 2372

Phone: 02 6736 1786 Fax: 02 6736 1517

Email: [stjo\\_ten@arm.catholic.edu.au](mailto:stjo_ten@arm.catholic.edu.au)

Parish Priest: Rev Fr Gerard Hayes

Parish: St Mary's, Tenterfield

Principal: Mr Geoff Sullivan



## Annual School Report 2007

### 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 at equipping 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 2007 and gives information about 2008 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. The validated report will be available on the CSO website early in the 2008 school year. The school's Diocesan Education 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

2007 has been a very busy and exciting year for all members of the St Joseph's School community. This year the community has seen the commencement of a major capital works project, development of the playground and fields, improved results in the Basic Skills Tests and improved student access to information technology in the school.

The school has a professional and dedicated staff which endeavours to deliver a curriculum which is both exciting and comprehensive. The school aims to encourage each child to reach his/her full potential on an educational journey encompassing spiritual, academic, physical, social and emotional growth.

Work began in July on a major refurbishment and construction program. The work involves the construction of five new classrooms and conversion and refurbishment of existing buildings to provide for administration and staff areas, library, canteen, kindergarten classroom and PE store as well as associated site works. It is expected that work will be completed by the end of March 2008.

The overall cost of the project will be approximately \$2.6M.

Upon completion the school will have up-to-date facilities appropriate for teaching and learning in the

twenty first century while retaining the links with school foundation through the incorporation of the former convent as an important focal point on the school site.

General information on St Joseph's School can be accessed on the school website: [http://www.arm.catholic.edu.au/stjo\\_ten/](http://www.arm.catholic.edu.au/stjo_ten/)

## Parental Involvement

Parents are involved in the School Board which is an advisory body to the Principal and Parish Priest. In 2007 the Board continued to work on new policies as well as reviewing existing policies, and offered advice on budgeting and capital works projects such as the 2008 IOSP submission for this school. The Parents & Friends Association raised \$12 000 through the Catholic Debutante Ball. Funds were also raised by conducting a Street Stall, a Melbourne Cup Calcutta, catering for community events and operating a successful Canteen. The P & F also assisted at the school swimming and athletic carnivals and held barbecues to reward children for their wonderful work during the year.

## Student Leadership

The model of student leadership at St Joseph's School consisted of a Year 6 School Captain, House Captains for both of the houses and two Year 5 Student Council representatives. All Year 6 students shared in the student leadership of this school; leaders and non leaders. During 2007 our responsibility was to act as excellent role models at all times, to organise and run the fortnightly assembly, to assist anywhere needed, represent our school as much as we could and to help with the younger students. The Sports Captains worked hard to assist the staff in organising the younger students at sports carnivals. Our roles have enabled us to be responsible, trustworthy, organised and active members of our community.

School Captain 2007

## 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. Mother Mary MacKillop visited the first convent in June 1880. In July 1914, the now School Staff 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. This year the school began a major building and refurbishment project, having received a Commonwealth Grant of \$955,000 in 2005. This project is due for completion in March 2008. St Joseph's is part of the Country Areas Program (CAP) and receives extra funding to support teacher development.

## 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, Bolivia and the eastern areas 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
2005	72	72	144
2006	76	74	150
2007	75	72	147

## Student Mobility

There were 33 new enrolments during the year of whom 26 were Kindergarten and 5 students left the school during the year.

## Student Attendance

The average daily attendance for 2007 was 93.2%.

## Structuring of Classes

The students were arranged in 6 class groups, Kindergarten, Year 1, Year 2, Year 3, Year 4 and Year 5/6.

## Staff Profile

St Joseph's School had a teaching staff of 7 including 6 full time classroom teachers and a non-teaching Principal. The Assistant Principal and Religious Education Coordinator were also classroom teachers. The Additional Needs Teacher worked three days per fortnight. The school also had two part time teachers, a full time secretary and three teacher aides. The staff is experienced with teaching experience ranging from almost 40 years to 3 years. Two staff members have Masters degrees, one has a Graduate Diploma and the remaining staff have formal undergraduate teaching qualifications. 7% of the school staff are leaving the school at the end of the 2007 school year as one staff member who is a part-time aide will not be continuing in that role.

The average daily staff attendance rate for 2007 was 96.25%.

## 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%

Have qualifications as a graduate from a higher education institution within Australia within AEI-NOOSR\* guidelines but lack formal teacher qualifications 0%

Do not have qualifications as above but have relevant successful teaching experience or appropriate knowledge relevant to the teaching context 0%

\* Australian Education Institution - National Office of Overseas Skills Recognition

## Staff Professional Learning

In 2007 all teaching staff took part in professional development in the areas of: Guided Reading (Term 1), Visual Literacy (Term 2), R.E. Reflection Day

(Term 3), and Audit Requirements (Term 4). Four teaching staff were also involved in Assessment & Reporting Programming.

The school principal took part in the following professional learning activities: Principals' Meetings, PART Course, Technology Workshop, Additional Needs Meeting.

The Religious Education Coordinator and Assistant Principal took part in the following professional learning activities in 2007: Visual Literacy, PART Course, Dalwood Inservice, REC Cluster Meetings, Visual Literacy, ½day Percussion Inservice, REC Meeting, REC Retreat, MATS Course, AP Conference, Visual Literacy, SAS Reporting Course, AP Retreat, CAP Inservice

Classroom teachers took part in: Dalwood Inservice, Musica Viva Inservice, Assessment & Reporting, Additional Needs inservices, Values Forum, Technology Workshop, Visual Literacy, PDHPE Course, ½day Percussion Inservice, SNAP Inservice, PART Course, Grad. Certificate RE, Smartboard Inservice and CAP Inservices.

The average expenditure per teacher on professional learning for 2007 was \$1916.

## 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 closely with the Parish Priest, who is highly visible 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. In 2007 14 children received the Sacrament of Reconciliation and 15 children received the Sacrament of Eucharist for the first time. For each of these sacraments the parents were invited to attend an Information and Discussion evening. These gatherings were very well attended. Children in Years 3 - 6 attended Parish Mass every second Wednesday. Twice 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 the Primary students attend Mass while the Infants students had Ashes distributed at a paraliturgy. The school also gathered to celebrate Feast Days in the Liturgical Year.

## Staff and Student Faith Formation

Children are actively involved in the preparation of school Masses and where appropriate Proclaim the Word, and participate fully in the Liturgy. Each morning the whole school gathers for prayer often focusing on the needs of the world and local community. Staff gather for prayer once a week and staff are rostered to prepare for this. One Professional Development day each year is devoted to staff Spirituality and often utilises the CSO Spirituality Team. Staff are offered and encouraged to attend the CSO retreat opportunities and to be actively involved in the Spiritual activities of the parish.

## Year 6 Religious Education Test

	Diocesan (%)	This School (%)
Average score 2005	61.3	67.6
Average score 2006	66.5	77.6
Average score 2007	69.6%	82%

## 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. Teachers are aware of and incorporate in their program Aboriginal, gender and global perspectives.

## Parish Links

St Joseph's School, Tenterfield is very much a part of Our Lady of Perpetual Succour Parish. Father Gerard Hayes, the Parish Priest, supports the pastoral role of the school. Fr Hayes 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 Our Lady of Perpetual Succour Parish as are many school families. School newsletters are available in the parish church each weekend. 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. The school is currently implementing the Stop, Think, Do program.

## 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

St Joseph's School is committed to educating its students for the future. Its curriculum is designed to assist students to become lifelong learners with a firm grasp of basic numeracy and literacy skills. The school strives to develop in students the skills, attitudes and values that will enable them to reach their full potential as successful and responsible citizens. There are many features of the school's curriculum that deserve attention in a report such as this. A few of the highlights were: Count Me In Too (CMIT) - Staff continued to use CMIT as an effective teaching method. Hands on Maths equipment was purchased for each grade. Technology: The school values technology as a tool for teaching and learning. A bank of 14 notebook computers was purchased in 2007 to improve student access to technology in the school. Each classroom has a minimum of two computers, a printer and headphones. All computers are networked to the server. Scope and Sequences: A Scope and Sequence plan was adopted in English and Mathematics. Excursions: Years 5 & 6 went on a camp to Lake Ainsworth, Lennox Head. Clean Up Australia: Clean Up Australia Day involved Kindergarten, Yr 1 & Yr 2 cleaning up the school playground. Yrs 3, 4, 5 & 6 cleaned the streets surrounding the school. Oracles of the Bush: Many children participated in

the Oracles of the Bush. The school received a special letter of congratulations from the Committee regarding the participation and success of the children from St Joseph's. Senior Citizens: The children sang songs at 'Old Friends Meet'. Children entertained grandparents and friends at the annual Senior Citizens Week - Grandparents Day Concert held at the school. Musica Viva: Two performances were held at the school allowing the children to be involved in a cultural experience that they may not have otherwise experienced. Andrew Chinn Concert: All classes enjoyed a special concert by well known religious singer/songwriter Andrew Chinn. Country Areas Program (CAP): Staff are committed to teaching using higher order thinking skills, using graphic organisers, Bloom's Taxonomy and Thinkers Keys.

## Year 5

Literacy: 5% of students were in Bands 1 and 2, with 40% of students in Bands 5 and 6. The best performance was in *Reading*, followed by *Overall Literacy* and *Writing*. The percentage of students with learning growth for *Overall Literacy* greater than the expected one skill band was 94.1%.

Numeracy: 5% of students were in Bands 1 and 2, with 55% of students in Bands 5 and 6. The best performance was in *Number, Patterns and Algebra*, followed by *Measurement and Data* and *Space and Geometry*. The percentage of students with learning growth for *Numeracy* greater than the expected one skill band was 88.2%.

## 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 state-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.

### Basic Skills Test

There were 23 Year 3 and 20 Year 5 students who sat for the 2007 Basic Skills Test. Year 3 is reported in Bands 1-5; Year 5 in Bands 1-6, with Bands 5 and 6 respectively being the highest.

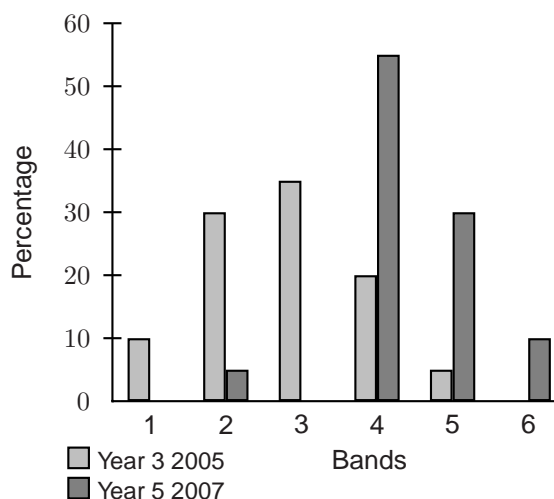
### Year 3

Literacy: 4% of students were in Bands 1 and 2, with 30% of students in Band 5. The best performance was in *Reading*, followed by *Writing* and *Language*.

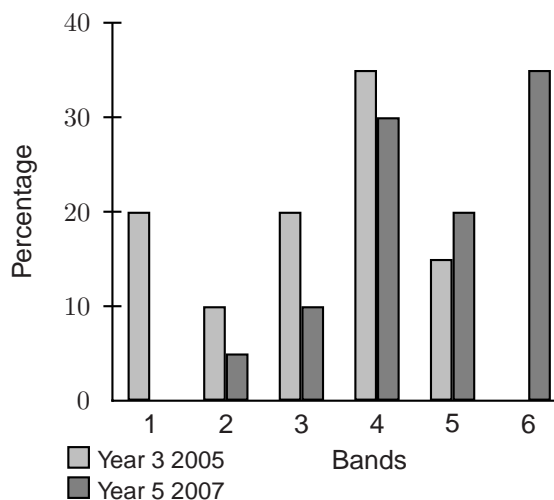
Numeracy: 0% of students were in Bands 1 and 2, with 52% of students in Band 5. The best performance was in *Measurement and Data*, *Space and Geometry*, followed by *Number, Patterns and Algebra*.

### Comparison of Cohort

#### Literacy



#### Numeracy



## National Benchmarks

The table below indicates as a percentage the Year 3 and Year 5 of students achieving the national benchmarks.

	Year 3 (%)		Year 5 (%)	
	2006	2007	2006	2007
Reading	100	100	89	95
Writing	95.8	100	89	100
Numeracy	95.8	100	100	95

Note: National Benchmarks not included as they have not yet been published

## 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.

The full text of school and diocesan policies are available in the Policy Register in the main school foyer.

### 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 Policy Register in the main school foyer.

## 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 Policy Register in the main school foyer.

## Parent, Student and Staff Satisfaction

The parents were surveyed at the end of the 2007 school year and the majority were very satisfied with the school. Some of the positive comments related to: the pastoral care of students, the educational standards of the school and the family atmosphere at the school. Whilst the majority of respondents were very positive a number of parents made comments relating to the feedback that they receive on their children's progress. Reference was made for the need to keep parents informed at all times regarding student progress.

Students reported that their experiences at this school are positive. They are proud to be students of St Joseph's School. Staff are generally positive about all aspects of the school. Staff are proud of the team work and collegiality that exists at St Joseph's. Staff have a variety of gifts and are willing to share those for the good of the community. The staff also commented on the importance of collaborative decision making and maintaining standards of professionalism. Staff look forward to up to date facilities in the near future.

## School Review and Development

### Annual School Priorities 2007

Continue to promote the Catholic ethos of the school through Liturgy, Sacramental Programs and Prayer. Icons will be updated and community involvement encouraged at all times.

Continue to develop school policies and review existing policies to suit school needs.

Inform parents about current methods of teaching Mathematics. This will be in the way of a

parent session conducted by the CSO Mathematics consultant and information in the newsletter.

A strong emphasis is to be placed on improving technology in the school. The school is planning to implement wireless access after purchasing a bank of laptops for classroom use. Close monitoring of the newly developed Mathematics and English Scope and Sequences.

Continue to implement whole School Literacy and Numeracy blocks. In light of a major capital works project commencing at this school, our priority is to maintain high standards with as few interruptions as possible for the children.

The school commenced a major building refurbishment this year which included the addition of five new classrooms and the refurbishment of the administration and staff facilities in the staff centre, as well as the renovation of another classroom and the library.

Continue to participate in CAP quality teaching.

Assessment and reporting procedures will be fine tuned in light of Foundation Statements.

### **Projected School Priorities 2008**

Successfully complete the \$2.6 million school building project which commenced in July 2007.

Involve the community in preparations for WYD08 as well as celebrating this event locally.

Maintain excellent BST results that were achieved in 2007 through explicit teaching of Literacy & Numeracy skills.

Prepare for both whole school audit and review.

A strong emphasis is to be placed on improving technology in the school through the installation of interactive whiteboards in each of the new classrooms in the school. The students will continue to develop ICT skills through the use of the notebook computers purchased in 2007.

### **Major Achievements from the 2007 Annual Plan**

The Catholic ethos of the school was promoted through active participation in: Liturgy, Sacramental Programs and Prayer.

A number of existing School policies have been reviewed including; Communications, Uniform, Safe School and Enrolment Policy.

A Mathematics Scope and Sequence was trialled and adjustments were made to suit local needs. Appropriate resources were purchased to support this document.

A strong emphasis was placed on improving technology in the school. The school implemented wireless access after purchasing a bank of laptops for classroom use.

Staff implemented whole School Literacy and Numeracy blocks to ensure explicit teaching during this time. Excellent Basic Skills results reflected the success of this initiative.

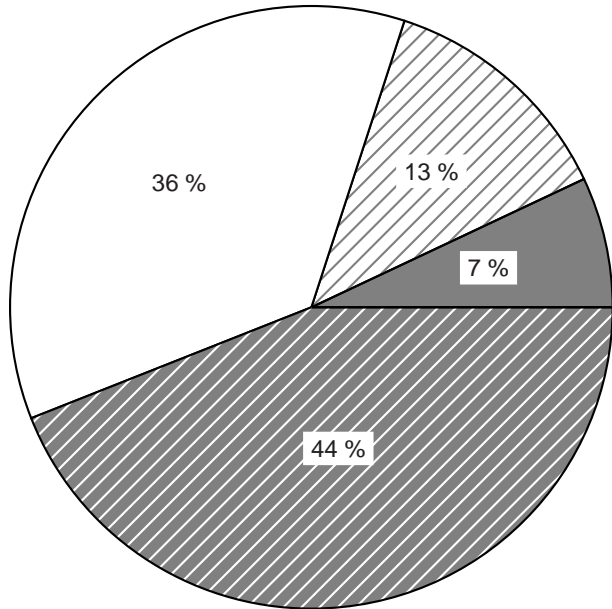
In light of a major capital works project at this school, priority was given to maintain high standards with as few interruptions as possible for the children.

The School continued to participated in CAP quality teaching.

Assessment and reporting procedures were fine tuned in light of Foundation Statements.

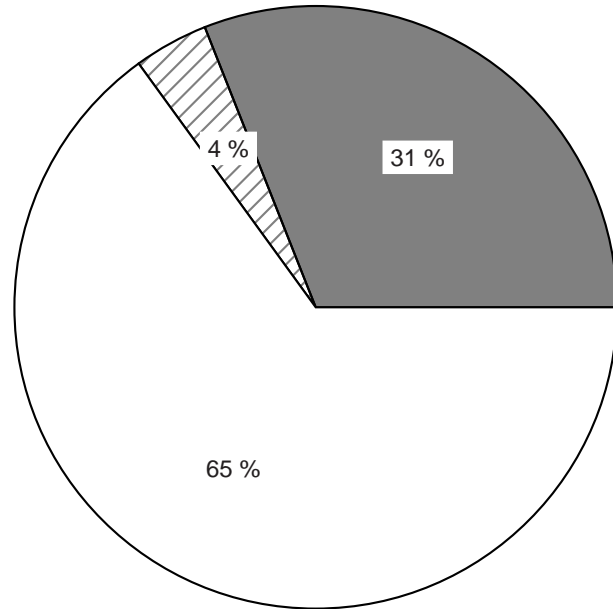
# Financial Statement

## 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's Diocesan Education Consultant.