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 BOSTES and the NSW Syllabus documents for the Australian Curriculum.

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 Tony Schipp, 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. We begin each day with praying together as a school and prayers are also said before each break time.

Students in Year 3 received the Sacraments of Reconciliation and Eucharist for the first time this year. As the Sacrament of Confirmation is administered by the Bishop every two years in St Mary’s Parish, this will occur again in 2016.

Our Presentation heritage is extremely important to us and we acknowledge the contribution made by the Presentation Sisters in founding our school in 1908. In 2015, we continued our story by adding a plaque to our ‘Presentation Garden’ in memory of the four sisters who opened our school over 100 years ago. This was done to commemorate the Feast day of the Presentation Sisters in November.

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 on Mission Day for the Catholic Missions in 2015 was over $1700. Once again the students excelled themselves as this was a record amount and was a credit to the students and their families. As a school, we also raised money for Project Compassion in 2015 by participating in ‘Caritas Ks’ where we were sponsored to run/walk laps of the oval. Money was also raised for the Mark Hughes foundation for research into brain cancer by holding ‘Wear Your Beanie’ Day.

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.

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.

As part of the celebration of our Catholic identity, we hosted St Francis Xavier School, Urana during Catholic Schools Week. The theme for 2015 was ‘Educating for Today and Tomorrow’ and our activities for the day included Mass, a scavenger hunt to find things that are distinctively Catholic about our school, group building of a ‘school of the future’ and a shared lunch.

Visitors to our school included Starrs Productions who role played the life of our Australian saint, Mary MacKillop as well as religious composers, John Burland and Michael Mangan.

A Message from key School Bodies

CHAIRMAN’S REPORT 2015
The 2015 year has been a great year at St Joseph’s School, Lockhart and on behalf of the School Council and all the parents I would like to start with a few thankyou.

My first thankyou would go to the most important people at our school – the students. I would like to thank them for all their hard work this year both in the classroom and out in the playground. They are a great bunch of kids and they get on
well together. I’d like to congratulate the students who have received awards this evening and also to the students who represented the school at both sporting and community events throughout the year. Once again the students organised another highly successful Mission Day and also “Wear a Beanie” day in support of brain cancer awareness. Participation in events such as these is giving our children further skills and adding to the well rounded people they will become.

My next thankyou should go to the dedicated staff. We are lucky to have a very committed principal in Debbie, who this year, under a trial arrangement, held a dual principal role both here and at St Francis, Urana. After some consideration the Urana and Lockhart school communities along with the Catholic Schools Office has decided not to continue with the dual principalship and we are very pleased to welcome Debbie back as our full time principal in 2016. I’d like to thank Mitch for stepping up this year into the Coordinator’s role and for all his work behind the scenes with Reading Recovery and all the daily IT dramas. I am happy to say that in 2016 Mitch will resume his role as a classroom teacher. To Helene I would like to say thankyou for stepping up and taking over in the 5/6 classroom after Carlie made the move to Melbourne. I’m sure it would have made life at home a bit more hectic but it provided consistency and stability for the students in Years 5 and 6, for which we are very grateful. I would like to thank Carlie for her time at the school, it was great to have an informal farewell for her and we wish her well in the future. I would like to say a big thankyou to Sophie – it makes every Kindergarten parents’ mind rest a little easier knowing their young children are in such wonderful hands in their first year at school away from Mum & Dad. You are going to be tested with a big batch of kinder kids in 2016. I would also like to thank Belinda, Michelle and Ryan in their first year at our school. I feel they have really fitted in to our school well, contributing significantly to our team. We are pleased that they have all accepted positions for 2016. To Maryanne, Nai and Liza, our teaching support staff, thankyou for everything you have done for the kids this year – your contribution on a daily basis makes our school a better place for all the students here. To Marg in the office: once again thankyou for all your hard work during the year. You are always cooperative and easy to work with whenever we have a query and keep the business side of our school functioning as it should be. We are lucky to enjoy a regular group of casual teachers who have come to know our children well over the year and we thank them for their contribution to our school as well. Sadly we may not see as much of Sophie Winter in 2016 as she has accepted a position at Urana. We congratulate Sophie and wish her well. Finally, I would also like to say a big thankyou to our bus drivers they perform a very important duty every day of the week getting our children to and from school safely.

I’d also like to thank the parents and families of our school for everything they do around the school, whether it be working bees, helping at sporting carnivals, picking up school lunches, helping out in the classroom, the different fundraising tasks we take on and also the mowing roster and general school maintenance. I know everyone is busy and sometimes these things take a special effort so from everyone at the school a big thankyou.

This year there has been much work done around the school grounds, especially along the Ferrier Street entrance. We have completed a memorial to Marlene Ryan at the old convent gateway which consists of four roses from Marlene’s garden and also a rock from the Ryan’s property, ‘Green Park’. The rock incorporates a memorial plaque, with wording contributed from the family. I’d like to thank all the volunteers who put a lot of effort into this – it looks fantastic. We’d like to thank the Ryan family for allowing us to remember Marlene in this way – she was a great contributor to our school and loving mum of Grace, Johnny, Olivia and Hamish who will be joining our school next year.

We have also completed the Presentation Garden with the addition of a plaque to remember the four Presentation Sisters who pioneered our school in 1908. Their foresight and hard work created the great school we have here today.

In September this year we held a well received ‘Well Being’ day at the school. We took the time to join together and remember our friends and family, past and present. We reflected on the significance of caring for and
supporting each other and spending time together. In 2016 we will focus some attention on creating a memorial in memory of our friends Fletcher, Mia, Phoebe, Kim and Geoff Hunt with funds donated over the year. Our thoughts and prayers continue for the Hunt and Blake families.

This year our fundraising has consisted of DrumMuster, catering for CSO meetings, carparking at Lockhart Picnic Races and catering for Lockhart Show. Through the great efforts of everyone involved we raised just under $4,000 which meets our fundraising target. This is a fantastic effort and goes a long way to help with the running costs of our school. Financially the school is in a very good position at the end of 2015. Our school building repayments are ahead of schedule and we are exploring any opportunities for grants as they come to hand. On behalf of the whole school community I would like to say a special thankyou to Felicity Day for all the hours she has spent applying for a number of grants throughout the year. At the moment we are still in the running for some funds from the State Government through the Community Building Partnership program, a grant that Felicity put a lot of hard work into and we hope to know the outcome of this application by the end of this year.

On behalf of Andrew McIntosh, who is the Finance and Resources Manager for the Catholic Schools Office, who apologises for not being here himself tonight, I am pleased to let you all know the exciting news that our staff and office building will undergo a major upgrade in 2016. This will see the building double in size and extend to the west of the existing building, including renovation and remodelling of the older section. This will provide much better amenities for our valued staff and also provide a space for activities such as one-on-one teaching and counselling. Detailed plans have been drawn up by a CSO-appointed architect with input from our staff and school council. At the moment the project is waiting DA approval from the Lockhart Shire Council and the building process will shortly be put to tender. We are very grateful to Andrew and the Catholic Schools Office for supporting this project through their Capital Works Program, and while we have spent a considerable amount of time on this project the school has not been required to commit any funds towards it. I’d also like to say a big thankyou to Allan Bowyer and Dave Collie and the rest of the team at the CSO for their support of our school this year and into 2016 with our staffing allocations. Their support has enabled us to have such a great team of teachers.

As this was my first year as School Council Chairman I would like to publicly acknowledge the hard work and dedication of Trent Gooden, who held the position for many years. He was a very passionate Chairman and has been a great sounding board anytime I have called him for advice. I’d also like to take this opportunity to thank the outgoing school council members from 2014 – Renae Hunt, Craig Douglas and Sally Carn. Sadly this year we also say a farewell to Bryony Hosie who has been our School Council Secretary. We wish her and Damian and family all the best on their move to Wagga.

I would also like to make a special mention of the families whose youngest child is this year graduating from our school – the Perryman, McDonnell, Taylor and Lenon families. We wish them all the best for their future and thank them for everything they have done in their time at our school.

Finally I would like to thank my fellow School Council members – Bryony Hosie, Felicity Day, Kerri Brown, Heidi Gooden, Andrew Rockliff, Keiran Gleeson, Bill Pincott, Fr Tony and of course Debbie. It’s great to work with such a positive, hardworking group of people and every one of them has contributed a huge amount to the running of our school this year. These parents give up many hours of their time, often under the radar, to make our school what it is today. I would encourage any parents in the audience to consider nominating for school council at our AGM early in the new year. It is certainly a very rewarding committee to be involved with especially considering we are doing it to benefit what is dearest to all of us – our children.

I wish you all a safe and happy Christmas and look forward to seeing you all in 2016.

Mark Bowyer – St Joseph’s School Council Chairman 2015
Student Outcomes in Standardised National Literacy and Numeracy Testing
In our 2015 NAPLAN results, all of our Year 3 and Year 5 students were at or above the National Minimum Standard in reading, writing, spelling and grammar and punctuation with 92% in Year 3 numeracy and 93% in Year 5 numeracy.

Professional Learning
In 2014, staff have undergone professional development in various curriculum based areas including
- FaithStory and Witness Spirituality Day with Urana
- Bible studies
- Theology studies
- Seasons for Growth
- Reading Recovery Continuing Contact
- Literacy curriculum group,
- Australian Curriculum orientation in History
- Compliance workshops in CPR, Child Protection, Discrimination, Bullying & Harassment and Disability Standards,
- Curriculum review in Maths
- School Registration
- EdMed
- Beginning teacher induction
- Early Years networks
- Leadership
- Accreditation processes
- Inquiry learning
- Wellbeing

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

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>Kinder</td>
<td>95%</td>
</tr>
<tr>
<td>Year 1</td>
<td>91%</td>
</tr>
<tr>
<td>Year 2</td>
<td>95%</td>
</tr>
<tr>
<td>Year 3</td>
<td>94%</td>
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<tr>
<td>Year 4</td>
<td>94%</td>
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<tr>
<td>Year 5</td>
<td>94%</td>
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<tr>
<td>Year 6</td>
<td>89%</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 i.e. 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 web site – 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>
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<tbody>
<tr>
<td>37</td>
<td>43</td>
<td>1</td>
<td></td>
<td>80</td>
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</table>

*Language background Other Than English

Structure of Classes - In 2015, the school was organised from Kindergarten to Year 6 each day in four classes. These were K, 1/2, 3/4 and 5/6.

School Policies

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.

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.

Corporal Punishment will not be used at St Joseph’s Primary School Lockhart.

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.

Anti-Bullying

Students and staff have the right to expect that they will spend the school day free from the fear of bullying, harassment and intimidation. Bullying is taken seriously and is not acceptable in any form. Teachers, students, parents, caregivers and members of the wider school community have a responsibility to work together to address bullying. Any inappropriate behaviour which prevents or limits teaching and learning in schools and interferes with the wellbeing of students is not accepted.

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 are made on a needs basis.

Improvement Targets

In 2015, the main priorities in our school’s Annual improvement plan were as follows;

- Immersing the school in its faith story to deepen understanding of the heritage of our school.
- Focus on the National School Improvement Tool - Domains 5 and 6 – An Expert Teaching Team and Systematic Curriculum Delivery
- State Action Plan Focus – Maths strategies in the four operations
- Implementation, planning and teaching to the new Australian Curriculum

In 2014, the main priorities in our school’s Annual Improvement Plan were as follows;
FaithStory and Witness initiatives
Introduction to the Australian Curriculum – Maths and Science
Implementation of the Australian Curriculum – English
Talking and Listening focus across the school
Focus on K-2 literacy through State Action plan funding
Continuation of the Beststart program
Reading Recovery Continuing Contact

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 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 workshops, Wear a Beanie Day to support Brain Cancer Awareness 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.

Student leadership is encouraged at our school through the Student Council. 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. Chess and Sporting Schools activities were also held to expand the activities and responsibilities taken on by the students.

The school’s ‘buddy system’ supports new enrolees, 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 2016 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.

The Year 5/6 students travelled to Wagga Wagga for a leadership conference last year. From this, the Year 6 class of 2015 have used some of the skills and ideas that they explored at this conference to begin ‘The Year 6 Article’ which was a weekly 2-page addition to the school newsletter, designed and written by them.

The students at the school were also able to benefit from programs which encourage them to be responsible in the community. These included visits from the Responsible Pet Education program and a fishing workshop to promote responsible fishing in our waterways.

Once again in 2015, we held the ‘J Factor’, a student-organised concert displaying some of the many talents across the school. Adding to our artistic perspective for 2015 were participation in the Kapow Art workshops, Count Us In musical performance and Archibull Prize project.

Community Satisfaction

The following information has been provided to the school. It has been a valuable gauge for determining the level of satisfaction the community has with our school.

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.

Staff meet twice a week for both professional development opportunities as well as housekeeping needs. This time allows for collaboration, planning and working together as a team.

Self-assessment and student surveys are carried out in various forms over the year to determine students’ interactions, perceptions, understandings and needs.

**Financial Statement Summary**

![School Income Chart]

- **Fees & Private Income**: 0%
- **State Recurrent Grants**: 7%
- **Commonwealth Recurrent Grants**: 72%
- **Government Capital Grants**: -1%
- **Other Capital Income**: 20%
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.