

2023 ANNUAL REPORT

ST JOSEPH'S PRIMARY SCHOOL, LOCKHART



2023 Annual Report (St Joseph's Lockhart)

About this Report

St Joseph's School, Lockhart is registered by the NSW Education Standards Authority. Catholic Education Diocese of Wagga Wagga (CEDWW) is the 'approved authority' for the Registration System formed under Section 39 of the Education Act 1990 (NSW).

St Joseph's School Annual Report to the community provides parents and the wider community with fair, reliable and objective information about the school's performance measures and policies, as determined by the Minister for Education. The report also outlines information about initiatives and developments of major interest and importance during the year and the achievements arising from the implementation of the school's Annual Improvement Plan.

The Annual Report demonstrates accountability to regulatory bodies, the school community and Catholic Education Diocese of Wagga Wagga. This report has been approved by Catholic Education Diocese of Wagga Wagga and in so doing, acknowledges that St Joseph's School, Lockhart has the appropriate processes in place to ensure compliance with all NSW Education Standards Authority requirements for registration and accreditation.

This report complements and is supplementary to St Joseph's School newsletters and other forms of communication. Further information about St Joseph's School may be obtained by contacting the school directly or by visiting the school's website. <http://web.sjloww.catholic.edu.au/>

Section 1: Message from Key Groups in Our School Community

Message from the Principal

To our St Joseph's families, Father Luke, guests, staff, and most importantly, our incredible students, what an amazing array of musical performances tonight by our students. Anne, you are truly amazing with what you do and thank you so much for the time and expertise that you have put into preparing these for tonight.

First of all, thank you to our sponsors for tonight - Diocesan Provident Fund, Lockhart Lion's Club, Lockhart Ex-Servicemen's Club, Lockhart Red Cross, Lockhart Anglers Club and Joe McGirr.

As we gather here today to mark the end of another year, I am filled with a profound sense of pride and gratitude and I am honoured to stand before you as principal to reflect on the accomplishments and growth we have achieved this year.

In 2023, our Annual Improvement Plan has been focused in 3 areas:

- The Implementation of the Pedagogy of Wonder and Awe (previously known as The Lighthouse Project) in Religious Education

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- The implementation of the new 3-6 English and Maths Syllabus documents and a continuation of our school-wide spelling focus
- A heightened level of parent engagement across the school following the limitations of Covid

Student and staff surveys around the new approach to Religious Education tell us that:

- * Our students have a heightened level of engagement
- * It is a very structured and user-friendly program
- * The resources are amazing and make the program come alive
- * It makes sense to students and they can relate it to their everyday lives

Implementation of new 3-6 syllabus documentation in English and Maths has been very successful and all teachers have been provided with the tools, resources and professional learning needed to do this, assisted ably by Helene in her role as Instructional Teacher of Literacy and Mathematics

Our priority has been on using evidence-based practices in spelling and this focus has allowed a huge shift in teacher capacity as evidenced from all teachers feedback.

With our focus on parent involvement and engagement across the school, we have involved parents in a very intentional way with a student-led approach and there was an extremely positive response from you over many events including our Maths Day, Book Week, our working bee and our parent information afternoon.

First and foremost, I want to express my deepest appreciation to our amazing students. From academic triumphs to creative endeavours, from sporting achievements to community service initiatives, you have proven time and time again that you are the future leaders of tomorrow. Our Vision and Mission Statement states that our purpose is to inspire and motivate our students towards achieving their full potential through Jesus Christ's love. Thank you to our students for inspiring us each and every day.

To our teachers and staff, dedicating countless hours to ensuring that our students receive the best education possible. Your passion, commitment, and unwavering support have shaped our students' lives in immeasurable ways. A big thank you also to our casual staff for being there for us this year at a time when casual teachers are so low in numbers.

This year we bid farewell to Carlie who has some amazing adventures ahead of her next year as she gets married to Marty and then they travel the world together. We wish you well. We will miss your amazing skill and expertise in the classroom as well as your sense of fun and laughter in life.

We also farewell Clare, as she and Tom move to the Sunshine Coast with their expanding family. Clare, thank you for your passion and dedication and for always going the extra mile. We have loved working with you and we wish you all the best with your new baby and your sea change.

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We welcome Ingrid to St Joseph's and look forward to having her as part of our team. We also welcome our new Inclusive and Diverse Learning Teacher from CEDWW, replacing Clare for the first semester and then Kate will be taking up this position.

To our parents. Your partnership, trust, and active involvement has played a pivotal role in our students' achievements. Whether it was attending parent-teacher meetings, volunteering at school events, or providing a nurturing home environment, your dedication to our shared vision has been invaluable. Thank you for entrusting us with the education and well-being of your children.

To our families whose last child is completing Year 6 this year thank you for everything that you have done for our school during your time at St Joseph's.

A huge thank you to our School Advisory Council - they are integral to our community and provide endless support to our school in many ways. Thank you to the School Advisory Council members for their time and motivation.

To Father Luke who has been a visible presence at our school - we thank you for your support and for ensuring that our Parish-School ties remain strong.

Looking ahead, I am confident that the future holds even greater promise for our school community. We will continue to strive for excellence, keeping our students' best interests at the forefront of everything we do. We will foster a love for learning, encourage curiosity, and instil in our students the values of kindness, courage and creativity.

To our graduating students, as you embark on the next chapter of your journey, remember that you carry with you the knowledge, skills and values instilled within these walls. You are destined for greatness, and I have no doubt that you will go on to achieve remarkable things. Thank you for your painting that you have left with us on the wall of the convent shed. It will constantly remind us of your legacy and for those who haven't seen it, please be sure to have a look next time you are at school. Liz, thank you so much for the coordination of this project.

May the upcoming year be filled with joy, growth, and endless possibilities. Thank you for your support and I look forward to the continued success of our school community.

Thank you.

Debbie Sheather

Principal

Message from the Parent Body

St Joseph's, Lockhart School Advisory Council - Chairperson Report 2023

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The School Advisory Council has had another productive year with the help of many parents, family and friends. The role of the School Advisory Council is to work collaboratively and support the work of the school and school community.

We are grateful to have the consistent and open ears of Debbie Sheather as the principal at St Joseph's. On behalf of the School Advisory council, I'd like to thank Debbie for always being approachable and measured. Debbie is a strong advocate for her staff and she represents her team's passion for providing a holistic learning place for our children in all discussions.

Thanks to the 2023 School Advisory Council members. School Advisory Council members sit on the Council for a 4-year term. A big thankyou to Cheree who will step off the School Advisory Council this year. Cheree has done mountains of work over the years for the Council in the role of secretary and as a powerhouse catering and coordinating - an understated wonder woman. Thanks for always going the extra mile Cheree, you do it quietly and we would like to take this opportunity to recognise how grateful your school community is for the huge volunteer hours and talents you give.

Please approach any of us on the School Advisory Council if you are interested in joining in 2024, we would love new faces particularly a parent from our younger years.

This year had the joy of family and friends returning to the school grounds, unmasked and without restrictions, following several tumultuous years of Covid. It has been wonderful to see so many families returning to join in school events.

Our ongoing thankyou needs to go to all families who continue to support our requests at working bees to ensure our children have a safe and creative space to play and learn in. This year we decided to trial a one day working bee including the students. It was a huge success with so many families helping and so much achieved. Many hands make light work, but it must also be noted that utes and trailers make it much lighter again. Thanks to all those who brought more than the 3 pairs of secateurs and bucket I had in hand, it lightens the load.

We try to not burden our school community with excessive fundraising. Living in rural communities we are very aware of the stretch most families already have with volunteering and fundraising for other organisations. We have a few standing commitments that bring some funds into the school but also support the fabric of our local community. This includes catering at the Lockhart Show, managing car parking at the Lockhart Picnic Races and this year providing security at the Lockhart Deb Ball. To all the parents who helped at these events, thank you.

Despite not having any official 'major' fundraisers, we have a treasured team of parents who carry out fundraising behind the scenes. Big thanks to all the volunteers who carry out drum muster throughout the year. The innovative fundraising of returning Individual Battery Chargers by Mark Day continues to be an extraordinary effort. It is organised without any fuss and with phenomenal benefits to our bank account. Thanks to Mark for continuing his

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efforts, to Dean and Ange for their truck and labour and to all who have contributed to this with drums.

This year, with all fundraising combined, we have raised \$24,000. An enviable figure for such a small school and a healthy reserve for when needs arise. These funds are used for projects that are identified by the school and School Advisory Council. We anticipate some of these funds going towards improving the areas around the COLA.

This year we farewell 4 families. These families have all contributed to our school community in a variety of ways, Joeys will always be grateful for your efforts.

On behalf of the School Advisory Council, I would like to thank our teachers, parents, and students for continuing to make Joeys the place that it is. We hope you all have a fun filled or restful break, depending on which you'd prefer, and we will see you back in our sparkling upgraded COLA area in 2024.

Katey Clancy

School Advisory Council Chairperson

Message from the Student Body

As we reflect on the last seven years here at St Joseph's we realise how privileged we are to have been at this school and how lucky we are to have this wonderful school within our community.

We especially thank our fantastic teachers who have guided us, supported us and encouraged us and our parents who do the same.

We have made some great friends here through the years and as we all head off to different High Schools, the memories that we have made will stay with us forever.

Being the 2023 School Captains has meant a lot to us. It has taught us a lot of leadership skills, for example, public speaking, encouragement to all, representation of the school and the ability to problem solve and communicate effectively.

We have enjoyed each and every day of school, saying good morning to the teachers and seeing all the Joey's kids running around having heaps of fun.

Being a School Captain isn't just about wearing a badge but is about leading the school in a positive manner and showing the right example to the younger students. It is about being a helpful and kind peer while also being available to fulfil different responsibilities and assist teachers where necessary.

It has been an absolute pleasure and privilege to be the School Captains and we have grown from the opportunities it has provided us.

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Farewell and congratulations to our classmates, the graduating class of 2023. Thank you for the great times, the funny moments, the help and just being there when one of us has needed a hand. We are proud to have known you all since Kindergarten. Enjoy your last few days of primary school.

So, thank you for the memories, we have loved every bit of it and hope the 2024 School Captains love it as much as we did.

Matilda and Dougal

2023 School Captains

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Section 2: School Features/Context

St Joseph's School, Lockhart is a rural K-6 school of 81 students located in the Riverina district of New South Wales. The school provides a comprehensive educational program for all students based on the outcomes identified by NESA and the NSW Syllabus documents for the Australian Curriculum.

St Joseph's enjoys large, adaptable learning spaces, extensive outdoor areas and one-to-one devices across the school to provide the best possible learning experiences and to allow each child to reach their full potential.

The school Principal and staff are assisted by St Mary's Parish and a School Council who support the mission of Catholic education at St Joseph's.

Section 3: Student Profile

The school caters for co-educational Kindergarten to Year 6 students. The following information describes the student profile for 2023:

Girls	Boys	LBOTE*	Indigenous	Total
45	36	0	4	81

*Language background other than English

1. Enrolment Policy

Catholic Education Diocese of Wagga Wagga has established an Enrolment Policy. The implementation of this policy is monitored by the Catholic Education Diocese of Wagga Wagga. The policy has been developed in the context of government and system requirements. Children from families who are prepared to support the ethos and values of the Catholic Church may be considered eligible for enrolment.

Copies of this policy and other policies in the report may be obtained from the Catholic Education Diocese of Wagga Wagga website or by contacting the Catholic Education Diocese of Wagga Wagga or by contacting the school directly.

See CEDWW policy [here](#)

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2. Student Attendance and Retention Rates

Year	Attendance %
Kinder	87%
Year 1	88%
Year 2	87%
Year 3	88%
Year 4	87%
Year 5	86%
Year 6	86%

The average student attendance rate for 2023 was 87%.

Regular attendance at school is essential if students are to maximise their potential. The school, in partnership with parents, is responsible for promoting the regular attendance of students. While parents are legally responsible for the regular attendance of their children, school staff, as part of their duty of care, monitor part or whole day absences.

St. Joseph's School staff, under the principal's leadership, support the regular attendance of students by:

- Providing a caring teaching and learning environment which fosters students' sense of well being and belonging to the School community.
- Maintaining accurate records of student attendance.
- Recognising and rewarding excellent and improved student attendance.
- Implementing programs and practices to address attendance issues when they arise.

The Principal is responsible for supporting the regular attendance of students by ensuring that:

- Parents and students are regularly informed of attendance requirements and the consequences of unsatisfactory attendance.
- All cases of unsatisfactory attendance and part or full day absences from school are investigated promptly and the appropriate intervention strategies are implemented.
- Documented plans are developed to address the needs of students whose attendance is identified as being of concern.
- The Director of Catholic Education Diocese, Wagga Wagga or designated Catholic Education Diocese, Wagga Wagga officer is provided with regular information about students for whom chronic non-attendance is an issue and for whom school strategies have failed to restore regular attendance.

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Section 4: Staffing Profile

There are a total of 10 teachers and 4 support staff at St. Joseph's School. This includes 4 full-time and 6 part-time teachers.

Teacher Accreditation Status

The accreditation status of all teaching staff responsible for delivering the curriculum is:

Teacher Accreditation Status	Number of Teachers
Conditional/Provisional	0
Proficient	10

Percentage of staff who are Indigenous	0
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Professional Learning

The ongoing professional development of each staff member is highly valued. Professional learning can take many forms including whole school staff days, subject specific in service courses, meetings, conferences and a range of professional learning programs provided by the Catholic Education Diocese of Wagga Wagga.

2023 Staff Professional Learning Plan

Staff Professional Learning is prioritised according to the goals of the Annual Improvement Plan. It is framed by the following domains of the National School Improvement Tool:

- An explicit improvement agenda
- Analysis and discussion of data
- A culture that promotes learning
- Targeted use of school resources
- An expert teaching team
- Systematic curriculum delivery
- Differentiated teaching and learning
- Effective pedagogical practices
- School community partnerships

In 2023, the Staff Professional Learning Program focused on the following priorities from the Annual Improvement Plan:

- Continued implementation of the Pedagogy of Wonder and Awe Religious Education based curriculum
- Communication and implementation of the Bishop's Charter and Transformative Learning Statement

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- Implementation of new 3-6 syllabus documentation in English and Maths
- Priority on evidence-based practices in Spelling
- Heightened parent involvement and engagement across the school

Section 5: Catholic Life and Religious Education

Catholic Schools have a unique role in the evangelising and educating mission of the Church. St Joseph's School follows the Wagga Wagga Diocesan Religious Education curriculum, Sharing Our Story. We put this into practice using the Pedagogy of Wonder and Awe initiative.

Catholic Heritage

In 2008, St Joseph's celebrated 100 years of Catholic education at our school, which was begun in 1908 by four Presentation Sisters. The school is proud to carry on their tradition and strives to inspire and motivate each child towards achieving their full potential through Jesus Christ's love. The Presentation Group of Schools, which includes some schools in our Diocese and others, meet twice a year to ensure that the Presentation connection and heritage remains strong in our school. In 2023, this group introduced student zoom sessions during which some of our senior students joined with others from a variety of Presentation Schools to discuss what being a Presentation School looks like.

Liturgical Life of the School

Prayer is an important part of daily life at St Joseph's. Students and staff gather at assembly to begin each day with prayer and each class has their own prayer schedule as they enter and leave the classroom.

School Masses are held regularly with each class taking responsibility for the preparation of a Mass. Special feast days, such as the Feast of Mary MacKillop and Presentation Day are also celebrated through prayer, Mass or Liturgies.

The Sacraments are celebrated in the following years:

Reconciliation – Year 3

Eucharist – Year 3

Confirmation – Year 5/6 on a bi-annual basis. This is conferred by the Bishop or Parish Priest on a date set by the Bishop's Office. Instruction for the Sacraments is school based and children from other schools are welcome to attend our classes.

In 2023, we also introduced Religious Education based parent assemblies which all classes took part in.

Staff and Student Faith Formation

Being a Presentation school, St Joseph's puts great emphasis on the Presentation charism and continuing this tradition and faith story through the school.

We believe that the principal reason for the existence of our school is to provide faith development to the parish school community, while encouraging excellence in academic learning. Religious Education is, therefore, an integral part of the life of the school. Aside from being taught as a particular subject, its values and beliefs permeate every other aspect

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of school life - staff and student relations, other Key Learning Areas and the day-to-day operation of the school. There is a minimum of two and a half hours spent each week on Religious Education as well as daily prayer and liturgies.

Social Justice

St Joseph's Lockhart supports Catholic Mission each year to encourage stewardship and care for others. The students excel at this fundraising event and are totally invested in their work for this cause.

Regular class visits to the elderly at Woodhaven and the Lockhart Hospital to encourage care for others were put on hold during 2020-22 due to Covid restrictions but thankfully this year, we were able to restart these.

Participation in commemorative services for both ANZAC Day and Remembrance Day also took place.

Professional Learning in Catholic Life and Mission

CEDWW has established a policy on the Professional Requirements for the Accreditation of Teachers of Religious Education which is implemented by all systemic schools in the Diocese.

All staff members who teach Religious Education are expected to be accredited in the teaching of Religious Education or working towards this accreditation. Staff are also given the opportunity for professional learning in Religious Education,, through spirituality days and retreats.

The Religious Education Coordinator attends regular meetings and reports on these to the staff. Opportunities are given to all staff members at staff meetings to discuss Religious Education. One staff meeting per term is dedicated to Religious Education as well as one designated Spirituality Day during the year.

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Section 6: Curriculum

The school provides an educational program based on and taught in accordance with the NSW Education Standards Authority (NESA) syllabuses for Primary Education. The Key Learning Areas (KLA's) are English, Mathematics, Science and Technology, Human Society and its Environment, Creative Arts and Personal Development, Health and Physical Education. Each KLA is delivered as required for Registration and Accreditation under the Education Act 1990 (NSW) and school's implement the Religious Education Syllabus requirements for the Catholic Education Diocese, Wagga Wagga.

All KLA learning and teaching curriculum areas will be reviewed in accordance with the CEDWW Curriculum Review Cycle and Registration timetable.

Focus areas within the curriculum during 2023 included the Instructional Literacy and Numeracy Teacher initiatives. These opportunities allowed all teachers to have collaborative planning time and classroom presence with a 'knowledgeable other'.

At St Joseph's School, we offer a number of intervention programs across English and Mathematics. These include Extending Mathematical Understanding (EMU), Quicksmart Literacy and Numeracy), Royal Far West, Reading Recovery, MultiLit and support within class time. This is in addition to differentiation practices across all areas.

Teachers were given opportunities over the year to have meetings with our Inclusion and Diverse Learning Teacher to monitor all students in their classroom, with a particular focus on those having Individualised Learning Plans. In addition to this, twice a term, classroom teachers would meet with the Principal, Instructional Teacher of Literacy and Numeracy and our Inclusion and Diverse Learning Teacher to focus on the priority area of Spelling across the school and how to improve outcomes for individual students, small groups and the whole class through evidenced-based explicit teaching.

In 2023, we also gained an Aboriginal Education Worker who visits St Joseph's once a week and specialist programs were offered including Lawn Bowls and an intensive swimming program.

A counsellor from Centacare also attends our school once a fortnight.

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Section 7: Student Performance in State-Wide Tests and Examinations

NAPLAN 2023 Results

NAPLAN is an annual assessment for all students in Years 3, 5, 7 and 9. It tests the types of skills that are essential for every child to progress through school and life. The tests cover skills in reading, writing, spelling, grammar and punctuation, and numeracy. In 2023, all CEDWW schools completed NAPLAN Online.

Summary of Means

	Number of Students	School Mean	State Mean
Year 3			
Numeracy	12	429.4	415.9
Reading	13	416.1	411.1
Writing	13	411.8	426.3
G&P	12	456.4	421.4
Spelling	12	411.1	416.2
Year 5			
Numeracy	5	499.7	496.8
Reading	5	489.9	500.5
Writing	5	501.5	491.0
G&P	5	515.2	503.3
Spelling	5	493.9	497.6

Section 8: Pastoral Care and Well Being

Catholic Education Diocese of Wagga Wagga has established a Pastoral Care and Well Being Policy which is implemented by all schools in the Diocese. The implementation of this Policy is monitored by Catholic Education Diocese of Wagga Wagga.

See CEDWW Policy [HERE](#).

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 Wellbeing 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.

In 2023, we began the implementation of 'Positive Behaviours for Learning'. The focus for this year was to develop a set of school values with input from the school community. These were 'Be Kind', 'Be Courageous' and 'Be Creative'. We also continued The Resilience Project, which was introduced in 2022. This delivers emotionally engaging programs providing practical, evidence-based mental health strategies to build resilience and happiness. It shares the benefits of gratitude, empathy and mindfulness, and easy ways to practise these in everyday life.

Discipline Policy

Catholic Education Diocese of Wagga Wagga has established a Discipline Policy which is implemented by all schools in the Diocese. The implementation of this Policy is monitored by Catholic Education Diocese of Wagga Wagga.

See CEDWW Policy [HERE](#).

It is the goal 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, as a member of our Catholic School and also the wider community. To this end, teachers encourage a learning and teaching environment where there is appropriate management to ensure purposeful learning. Our 'Wellbeing Policy' ensures the right of every child to feel safe, to learn and to be treated respectfully. In acknowledging these rights, the students have the responsibility to keep themselves and others safe, to learn to 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.

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Anti Bullying Policy

Catholic Education Diocese of Wagga Wagga has established an Anti Bullying Policy which is implemented by all schools in the Diocese. The implementation of this Policy is monitored by Catholic Education Diocese of Wagga Wagga.

See CEDWW Policy [HERE](#).

Students and staff have the right to expect that they will be 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.

Initiatives Promoting Respect and Responsibility

St Joseph's School is 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. The school's Vision and Mission statement is based on respect for others and the students taking personal responsibility for their actions.

In putting these values into action, the school participates in community based events such as Senior Citizens Week, ANZAC Day, the Lockhart Show, NAIDOC Week celebrations, Responsible Pet Ownership, the CEDWW Creative Arts Show in conjunction with Catholic Schools Week and Remembrance Day as well as activities based on being more aware of those in need, such as an environmental workshops and Mission Day.

The Life Education Program is highly valued and supported at St Joseph's, promoting nutrition, an active lifestyle, communication, problem solving, personal health choices and growth development. In keeping our students safe, the school also participated once again in our annual intensive swimming program in which all students benefited from the life saving skills being taught.

Our senior class also attended a Police Liaison day at Lockhart Central School and were part of the local 'Brookong Creek Master Plan' session with a member of the Lockhart Shire Council.

Student leadership is encouraged at St Joseph's in many different ways, including the holding of elections each year for school captains and sports captains. The Year 6 students produced 'The Back Page' as an addition to the newsletter each week which they use as a platform for their leadership across the school. The Year 5/6 class also have a 'Survivor Day' during the year where students apply and adapt self-management skills to respond to personal and group situations and interact respectfully with others to promote inclusion and build connections.

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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. The school's transition program was continued this year, where the new Kindergarten children of 2024 spent one morning per week in the Kinder classroom for half of Term 4. In addition to this, members of staff attend the annual Pre-school information evening, and our IDL and Kinder classroom teacher visit the Pre-school in the year prior to our new intake to observe the new Kinders in their current surroundings.

In the 'Self and Relationships' units of the PDHPE Program, the students are 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 and these are reviewed regularly.

The school celebrated Book Week with a book character parade. On the sporting field, students attended our school carnivals in swimming, athletics and cross country, with some going on to MacKillop and State Carnivals. There were also various sporting trials for our senior students

Complaints and Grievances Resolution Policy

Catholic Education Diocese, Wagga Wagga has established a Complaints Handling Policy which is implemented by all schools in the diocese. The implementation of this policy is monitored by the Catholic Education Diocese, Wagga Wagga.

See CEDWW Policy [HERE](#) & Procedures [HERE](#).

Workplace Health and Safety

Each school is required to implement and comply with the Diocesan School System Workplace Health and Safety Management System (WHSMS). This system reflects the current statutory requirements for WHS and complies with the Australian Standard for WHS Management Systems. The WHSMS adopted by the Catholic Education Diocese, Wagga Wagga Systemic Schools has been designed to address general health, safety and welfare matters and also to take account of specific issues that apply to school communities. The management system supports the provision of a safe and supportive environment for all students as well as taking into account the health, safety and welfare of staff, visitors and contractors to the school site.

Principals, in consultation with the relevant CEDWW personnel, are responsible for monitoring the school's compliance with WHS legislation and to implement the management system in keeping with the Catholic Education Diocese, Wagga Wagga Annual WHS Plan. External WHS system audits are conducted across a sample of schools each year to validate the implementation of the management system.

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Catholic schools in the Diocese of Wagga Wagga are committed to a safe and supportive environment. The principles, guidelines and procedures set out in the policy documents CEDWW of Pastoral Care, Student Well Being, Bullying and Harassment are the framework for school leaders, students, staff, parents and the wider community to develop a safe and supportive environment. The Diocesan Complaints Handling Procedure forms an important element in the diocese's commitment to ensuring safe and supportive environments for school communities. No changes were made to these documents in 2023.

In compliance with the **NSW Reform Act 1990**, Corporal Punishment is banned in all schools within the Diocese of Wagga Wagga.

Access to all policies and guidelines can be obtained by contacting the school office.

See CEDWW Policy [HERE](#).

Section 9: School Review and Improvement

Each year the school develops an Annual Improvement Plan indicating the intended key improvements for student learning outcomes. The plan is drawn from the Catholic Education Diocese, Wagga Wagga Annual Improvement Plan.

[2023 Annual Improvement Plan](#)

Level of achievement of 2023 Annual Improvement Plan goals

- Student and staff surveys around the new approach to Religious Education through the Pedagogy of Wonder and Awe tell us that:
 - *students have a heightened level of engagement
 - *it is very structured and user-friendly program
 - * the resources are amazing
 - * it makes sense to students
 - * students can relate it to their everyday lives
- Communication and implementation of the Bishop's Catholic Education Charter and Transformative Learning Statement - this was diocesan-led and we began the journey to reflect on and implement
- Implementation of 3-6 new syllabus documentation in English and Maths - all new syllabus documents K-6 in English and Maths have been implemented across the school
- Priority on evidence-based practices in Spelling - this focus allowed a huge shift in teacher capacity as evidenced from all teachers feedback
- Heightened parent involvement and engagement across the school - we involved parents in a very intentional way with a student-led approach and there was an extremely positive response from parents.

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Priority Key Improvements for 2024

[The 2024 Annual Improvement Plan](#)

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Section 10: Parent, Student and Teacher Satisfaction Parent Participation

Parents are the primary educators of their children and are always welcome at St Joseph's School. The opinions and ideas of parents, students and teachers are valued and sought. Their suggestions are incorporated into planning for and achieving improved outcomes for students. This year the school used a variety of processes to gain information about the level of satisfaction from parents, students and teachers.

The following indicators have been a valuable gauge for determining this level of satisfaction that the community has with our school.

St Joseph's School Advisory Council comprises parent representatives, the Parish Priest and the Principal. They meet monthly to provide support to the Principal on matters of policy relating to the wellbeing and direction of the School and support the organisation of the school through promotion and fundraising.

The school has a very high degree of parental involvement in many capacities which is very supportive and encouraging. This is obvious through working bees, fundraising activities, catering, attendance at school functions and assistance in a variety of other areas. Communication between home and school is essential and actively encouraged. In 2023, part of our Annual Improvement Plan was to heighten the levels of parent involvement and engagement at the school, particularly since Covid. This was evidenced with extremely good numbers at our Parent Information afternoon, 'Day of Maths' across the school, Religious Education based parent assemblies, Book Week activities, NAIDOC Day and student/staff/family working bee.

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

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

Financial Report

