

**St Philomena's Primary School**  
***Lloyds Road Bathurst NSW 2795***



**Catholic Education Office Diocese of Bathurst**  
**Annual School Education & Financial Report for 2013**

## **Introduction**

St. Philomena's Catholic Primary School Bathurst is registered by BOSTES (Board of Studies Teacher Education Standards) and is part of a system of schools managed by the Catholic Education Office, Bathurst.

This report is a legislative requirement under the Education Amendment (Non- Government Schools Registration) Act 2004. The report has been prepared based on information you have had throughout the year through the school's Newsletter and the results of various external assessment methods including the NAPLAN results.

The report demonstrates accountability to regulatory bodies, the school community and the Catholic Education Office (CEO).

This Report has been approved by Bathurst CEO to ensure compliance with all NSW Board of Studies requirements for Registration and Accreditation. This Report complements and is supplementary to school newsletters and other regular communications. Following its submission to the NSW Board of Studies, the Report will be presented to the Parent Body and be available on the CEO's and school's website.

Further information about the school or this Report may be obtained by contacting the school:

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## **1. Message from Our School Community**

### **1.1 Principal's Message**

As Principal of St Philomena's Catholic Primary School, Bathurst I take pleasure in presenting the Annual School Report for the 2013 School Year.

This year the AP/REC roles were split to ensure both busy roles are streamlined. Mrs Bray is the new REC and Mrs Davies will continue with her Assistant Principal Duties.

2013 St Philomena's continued to focus on spelling and writing. Staff was trained in Multilit, Reading2Learn and information technology. As a staff we focused on NAPLAN results to plan for the year and continue our improvements in spelling and writing.

With financial help from our fabulous P&F we invested in much needed IT resources and playground seating. A class set of laptops was purchased along with a trolley so more classes could access online learning at once.

We continued to use the Bathurst Diocese's Quality Catholic Education (QCE) framework to help direct staff formation and professional dialogue during meetings. Through regular meetings we have decided to concentrate on school compliance in 2014.

This Annual School Report provides an opportunity for the community to reflect on and celebrate the significant achievements that have occurred this year. I acknowledge and thank the students, staff, Fr Pat, parents, parish and wider community for their contributions to the effective operation and development of this Catholic learning organisation.

**Mr James Farr – Principal**

## **1.2 Message from the Student Body**

St Philomena's is a beautiful and kind Catholic school with a lovely principal, staff and students.

At St Philomena's we have a wide variety of facilities and these include:

|                              |                          |                                 |
|------------------------------|--------------------------|---------------------------------|
| <i>Chickens</i>              | <i>Computer Room</i>     | <i>Art Room</i>                 |
| <i>Large playground</i>      | <i>Library</i>           | <i>Gymnasium</i>                |
| <i>Oval with footy posts</i> | <i>Sand pit</i>          | <i>Basketball court</i>         |
| <i>Cricket nets</i>          | <i>Vegetable gardens</i> | <i>Wet area</i>                 |
| <i>Clothing pool</i>         | <i>Sport cupboard</i>    | <i>Hall</i>                     |
| <i>Sick bay</i>              | <i>Handball courts</i>   | <i>Snakes and Ladders court</i> |
| <i>Hopscotch games</i>       | <i>Maths Room</i>        | <i>Music Room</i>               |
| <i>Canteen</i>               | <i>Food Van</i>          |                                 |

We also have a lot of electrical appliances. We have 25 iMacs, 20 ipads and 21 MacBooks. Classrooms have computers, TVs and Smartboards.

We have an Anti-Bullying Policy that we take very seriously. We don't tolerate bullying and we are a kind school. We are known for being considerate and caring of others.

We are also a very religious Catholic school and participate in Masses and Liturgies. We have lots of liturgies and are well known throughout Bathurst for our lovely behaviour and beautiful singing.

At St Phil's we have many fundraisers for different causes. Examples include; Cancer research, Project Compassion and March for Melanoma just to name a few.

We have different fun events such as;

Pancake Day, NAIDOC Day, St Patrick's Day, Book Week, Silly Sock Day, Walk-a-Thon, Bike Day, Easter Raffles, a fete, Footy Colours Day,, Melbourne Cup Day, ANZAC Day March and Mad Hatter's Tea Party.

We also have a band and music lessons. We go on excursions to the zoo, Canberra, Sydney the Movies and local landmarks.

**McKenna Mutton & Robert van Gend - 2014 School Captains**

## **1.3 Message from Parents and Friends Association**

The Parents & Friends Association (P&F) is an integral part of St Philomena's Catholic Primary School. It provides a formal structure for parents and caregivers to participate in all activities and decision making processes and to work for the benefit of the school and, ultimately, our children.

We are blessed at St Philomena's to have a wonderful community of parents who are so supportive of the children's education and faith development. The parents are an integral part of our school community. We participate actively in the life of St. Philomena's, assisting in the daily events in the school in classrooms, canteen, and library and throughout the year at various times on a needs basis such as book covering and on class excursions. We are kept informed of all aspects of our child's schooling.

Parents who attended our P&F meetings were: welcomed into a group of like minded people sharing a positive Christian ethos; involved in promoting the principles of Catholic education; building community by becoming actively involved in providing support for our children's learning; became more involved in our children's spiritual, academic and social growth by the sharing of information. Areas of active partnership presently include:

- ☐ the food van catering;
- ☐ school/parish Masses;
- ☐ welcoming new parents;
- ☐ family gatherings.

Meetings are held on the second Tuesday of each month at 7.00pm in the Computer Room.

***Mrs Carly Stephens - 2014 P&F President***

#### **1.4 School Manager, Chaplain & Parish Priest**

During 2013 Fr Pat O'Regan continued as our School Manager and Chaplain. We were indeed fortunate to have Fr Pat's guidance and care during the year. Fr Joshy celebrated Mass and Reconciliation on a regular basis and his homilies were always meaning and joyful.

## **2. School Profile**

### **2.1 Facilities**

St Philomena's is very well equipped and has resources the envy of many schools. Budget spending always sets a high priority on resources and facilities that encourage children's learning, enjoyment and access.

Each classroom has air-conditioning, ergonomic furniture, disabled access, large opening windows and carpeting. WH&S notification is displayed and regular emergency drills are carried out.

The computer lab has 25 iMac computers along with a printer and electronic white board. All classrooms and the library have an electronic whiteboard and desktop computers. Recently MacBook Airls and a trolley were added to the tools available to children to access online learning. All classes and staff have access to wireless internet.

Our Library is expansive and is made available for class lessons and lunch time visits. Children are encouraged to read regularly and literature is promoted through the Premier's Reading Challenge, Simultaneous Reading Day, Book Week, author visits, Book Fares, Book Club and regular borrowing.

Disabled access is ensured through ramps, disabled toilets few steps and wide corridors. Teacher's Aides are provided for those children requiring extra help both mentally and physically.

Our grounds are irrigated from run-off collection. WH&S procedure, our cleaner and groundsman facilities are clean and safe. Facilities include gross motor climbing equipment, basketball court, gym, cricket nets, vegetable gardens, a chicken pen and ample shaded seating. The grounds are fully fenced and toilets are located inside the main building. These features combined with visitor registration at the main office help maintain children's safety.

The canteen operates three days a week and was refurbished in 2011 to comply with stringent WH&S and Bathurst City Council Health Department requirements. It also complies with Crunch and Sip guidelines for healthy choices.

Our Girra Girra Gymnasium is a large, modern building with a basketball court, disabled toilets, visual entertainment, a moveable stage, storage and a kitchette. Classes use the gym for PE, wet weather games and visiting performances.

*Girra Girra is Wiradjuri for happy, joyful, noisy place*

## 2.2 Student Profile

St Philomena's is a single stream school and the class numbers as of the 2013 August Census are below.

### All full Time Students

| Class         | Male      | Female     | Total      |
|---------------|-----------|------------|------------|
| Kinder        | 14        | 15         | 29         |
| Year 1        | 13        | 14         | 27         |
| Year 2        | 18        | 10         | 28         |
| Year 3        | 12        | 14         | 26         |
| Year 4        | 15        | 17         | 32         |
| Year 5        | 6         | 19         | 25         |
| Year 6        | 11        | 17         | 28         |
| <b>Totals</b> | <b>89</b> | <b>106</b> | <b>195</b> |

### Indigenous Students

| Class         | Male     | Female   | Total    |
|---------------|----------|----------|----------|
| Kinder        | 0        | 1        | 1        |
| Year 1        | 0        | 0        | 0        |
| Year 2        | 1        | 0        | 1        |
| Year 3        | 0        | 1        | 1        |
| Year 4        | 0        | 2        | 2        |
| Year 5        | 0        | 0        | 0        |
| Year 6        | 0        | 0        | 0        |
| <b>Totals</b> | <b>1</b> | <b>4</b> | <b>5</b> |

### Non-Catholic Ratio

Total Catholic children – **151**

Total Non-Catholic children – **44**

## 2.3 Enrolment Policy Mandatory Provisions

Children entering Kindergarten must turn 5 years of age by 30th June of their first year of school. Copies of the Baptismal, Birth Certificate and Immunisation Certificate must accompany the application.

If the application is accepted, both parents must read and sign and initial all Components of the 'Acceptance of Enrolment' form that will be forwarded to the applicant.

### Priority of Enrolment

- 1 Catholic children of practicing Catholic parents
- 2 Non-Catholic children whose brothers and/or sisters are presently enrolled in the
- 3 school.
- 4 Non-Catholic children's brothers and / or sisters once attended the school. Non-Catholic children who are enrolled at a Catholic school in another Parish.

- 5 Non-Catholic children of practicing Christian families who are prepared to allow their children to take part in all religious activities at the school.
- 6 Cases of special need. Special consideration may be given to children with disabilities to the extent to which the school is able to meet their needs. In this
- 7 regard, the policy of the Catholic Education Office is to be observed.

### **Enrolment Procedure**

1. School Enrolment Policy & application form may be accessed from our main office or our website. The enrolment procedure for new children follows this process:
2. Each June/July the school advertises for enrolment applications for Kinder the following year.
3. Application forms are to be given to interested parents.
4. Applications, references and copies of Baptismal /Birth certificates are forwarded to the school.
5. In consultation with the Parish Priest, applications are listed in order of priority.
6. Parents may be interviewed by the Principal.
7. Parents are informed of the enrolment decision.

### **2.4 Staff Profile**

The staff of 17 full and part time teachers and support staff includes the Principal, Assistant Principal, Religious Education Coordinator, 5 full-time teachers, 4 part time teachers (including Teacher-Librarian, 2 Executive Release Teacher, 2 Music Teachers, 3 part-time Teacher Assistants, 1 Secretary, 1 Cleaner and 1 Groundsman.

### **Teacher Qualifications**

Teachers at St Philomena's School are highly qualified. St Philomena's School has eleven classroom teaching staff, who hold the following qualifications.

1 x BA, Dip Teach 3 x Dip Teach, 4 x B Education

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### **Teacher Standards**

The following table sets out the number of teachers on this staff who fall into each of the three categories determined by the Board of Studies:

|                                                                                                                                                                                                                                                                         |    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| <b>a)</b> Those having teacher education qualifications from a higher education institution within Australia or equivalent                                                                                                                                              | 11 |
| <b>b)</b> Those having graduate qualifications (eg Bachelor degree) but not a formal teaching qualification from a recognized higher education institution or equivalent.                                                                                               | 0  |
| <b>c)</b> Those not having qualifications described in 1 or 2 above but have relevant successful teaching experience or appropriate relevant knowledge. Such teachers must have been employed to teach in NSW before October 2004 and as a teacher in the last 5 years. | 0  |

Further information about staff profile can be found in the School Facts of the school's profile

on the *My School* website.

## **2.5 Teacher Attendance & Retention**

Teacher Attendance – 95%

Teacher Retention – 100%

## **2.6 Staff Satisfaction**

QCE drove our school improvement plan in 2013. Through staff meetings and individual discussions the following we seen as areas for development:

- Communication between Executive and all staff.
- Need for all staff to be following the same format for Assessment & Evaluation.
- Need for an Assessment & Evaluation Policy.
- Professional language and dialogue to be used in the school.

## **2.7 Student Attendance and Retention Rates**

The student attendance rate for 2013 was:

Year 1 – 93.56%

Year 2 – 89.44%

Year 3 – 91.59%

Year 4 – 89.97%

Year 5 – 89.85%

Year 6 – 97.04%

Overall average student attendance rate for 2013 was 91.90%

## **2.8 Management of non-attendance**

In order for students to reach their full potential it is of paramount that they attend school regularly. While it is the parents' legal responsibility under the Education Act to ensure their children school regularly, our staff as part of their duty of care, monitor all absences. In doing so the staff:

- mark class rolls on a daily basis,
- maintain accurate records of student attendance,
- address non-attendance issues as they arise,
- collect and follow-up on notes explaining the reason for the days missed.

School attendance records also contain information regarding student absences including reasons for absence and documentation to substantiate reasons for absences. Teachers are required to monitor non- attendance diligently on a student by student basis and to bring to the attention of the Principal immediately any unexplained absences, non-attendance of a chronic nature, or reasons for non- attendance that cause concern. Matters of concern are referred to the Principal, the Catholic Education Office and the relevant Department of Education and Training officer where appropriate.

Where a student is not able to attend school for a prolonged period of time due to a medical condition or illness, the school in collaboration with parents provides resources to contribute to the student's continuum of learning where possible.

The Catholic Education Office (CEO) monitors each school's compliance with student attendance and management of non attendance on an annual basis as a minimum, as part of the system's School Compliance process.

## **2.8 Student Satisfaction**

The SRC reports children feel safe and happy at school; that they know and understand the school rules and that any issues are handled proactively by the staff. Students feel strongly that they are respected by all teachers. Students see their learning as exciting, valuable, and directed towards their needs. They have been able to identify that teachers work together to improve learning experiences and lessons for them and feel that the teachers are interested in their learning and how it can improve.

### **3 Catholic Identity and Mission**

#### **3.1 Catholic Heritage**

Established in 1901 by the Sisters of St Mercy, to serve the needs of the Catholic community of “Milltown” as South Bathurst was then called. The school was located on the corner of Seymour and Rocket Streets.

In 1983 the school moved to its present position. Following in the tradition of the Sisters of Mercy, the school offers a quality education in the charism of Catherine McAuley. St Philomena’s Primary School is a single stream Catholic coeducational primary located in Bathurst.

The school community reflects the diversity of Australian society with families of differing cultural, ethnic and socioeconomic backgrounds.

St Philomena’s is an integral part of the parish community. The spiritual growth and welfare of each student, along with sound educational practices is a shared responsibility of the Parish Priest, Principal, staff and parents.

The school enjoys a positive relationship with the local community with different organizations and clubs utilising the school property for outside school activities. The school participates in many local events.

#### **Our Patron Saint**

Each class has religious statues and a picture of our Patron Saint. We celebrate St Philomena’s Feast Day and pray to her each day.

#### **St Philomena’s Medal**

This medal recognizes two Year 6 children who demonstrate the virtues of St Philomena throughout their Primary career. This medal is presented at the annual prize giving evening. St Philomena’s Medal winners for 2013:

- Ainsley Woods
- Jack Giles

#### **3.2 Religious Life of the School**

St Philomena’s liturgies are rich in tradition and enhanced by the active participation of children from Kindergarten to Year 6. At St Philomena’s we strive to continually support the faith journey of our children by educating them in the traditions and doctrine of our Catholic faith.

Each term, whole-school masses are celebrated. Our masses are themed, reflecting the

appropriate celebration according to the liturgical calendar and community events. We start each week with a whole school assembly at which time we pray as a school community. Each classroom has a sacred space focus area which is central to our class prayer. We begin the school year with an opening school mass, blessing our school leaders and presenting them to the community and end the year in celebration with a school Mass.

St Philomena's Mission Statement challenges all to respond to Jesus' call to proclaim Jesus and Gospel values, in word and through celebration. Whole school of living our Mission Statement includes:

- Project Compassion (Caritas Australia)
- Christmas hampers
- School Parish Mass
- School Prayer & celebrations
- Our sponsor child • Christian Living Book
- Birthday blessings • Mini Vinnies
- SRC

Our local parish clergy were very involved in school life again in 2013. Staff and students give witness and service in their own parishes.

### **3.3 Catholic Worldview**

As a Catholic school, St Philomena's has the particular task of presenting quality education as an expression of the Catholic Worldview. The school therefore seeks to offer opportunities to apply that worldview to all aspects of school life, and life outside of school.

Mini Vinnies continued with the help of Mrs Bray (REC). The group played a major role in raising awareness of the poor and needy. As a group they collected food hampers and blankets. Mini Vinnies met four times a term to organize ways to help the underprivileged in our school, community and world.

As with each year, during 2013 a significant focus was continuing our support of the work of Caritas Australia through developing a sense of social justice within the students through teaching and learning experiences and fundraising initiatives. Experiences such as Harmony Day raised cultural awareness and enabled students to raise funds needed to support those marginalised in society.

***Catholic Missions - \$1715.05***

### **3.4 Professional Learning**

The Diocese of Bathurst has established a policy on the Professional Requirements for the Accreditation of Teachers of Religious Education, which will be implemented by all systemic schools in the Diocese.

Professional learning refers to the development of teachers' professional expertise. In 2013, under the guidance of the Dr Angelo Belmonte from the CEO, members of staff have been supported in completing the Religious Education Certificate through ACU, Broken Bay Institute-University Of Newcastle.

Other organised professional learning opportunities included the following:

#### ***WH&S***

- Electrical Tagging
- CPR
- Child Protection & Code of Conduct
- Voice Care

### ***e-Learning Modules***

- Anaphylaxis
- Emergency Procedure
- Professional Engagement
- Manual Tasks

### **IEU – PD Afternoons**

- Teacher Development Process
- Cyber Savvy
- Camps & Excursions

### **Religious Education**

- Art in the Contemporary RE Curriculum
- We believe – Songs for the Year of Faith

### **K-6 English Curriculum**

- K-6 Curriculum & Program Builder
- Sustaining & supporting Spelling
- CEO Contemporary Learning Modules

## **3.5 Commissioning Mass – 30th January 2013**

God's blessing was asked on the new school year and on the teachers, staff, catechists, parents and children involved in Catholic Education. Mass was followed by fellowship in the Parish Centre.

## **3.6 Staff Prayer**

Teachers came together each week for staff prayer. Staff also took part in an afternoon retreat focusing on the music of the Year of Faith with Mr Micahel Mangan.

# **4. Pastoral Care**

## **4.1 Pastoral Care Responsibilities**

Pastoral care is the responsibility of everyone in the school community. Teachers, parents, secretary, support staff and especially students, are just some of the groups who contribute to pastoral care. It is assumed that everyone who is involved in the school contributes to the climate of pastoral care in the school.

## **4.2 School Pastoral Care Policy**

Through guidance by the Catholic Education Office (CEO) Pastoral Care Development Guide, St Philomena's has improved and sustained its Pastoral Care policy. This policy promotes self-discipline, responsibility and faith. The core rules are: care of self, care for others, and care for the place we are in. In line with the cognitive ability of the students in the care of the school, it is reverberated to students using a consistent and common language that everybody has a right to feel safe.

The school aims to support the students in developing the skills needed for positive self-esteem and self-worth through the Religious Education Programs, Anti-Bullying Program and the Awards Policy.

The class programs are differentiated to best meet the individual needs of all students. The Support Teacher and Education officers work closely with classroom teachers in providing high quality support and assistance to children with special needs and learning difficulties. A counsellor, through Centa Care, is available to all students and their families.

#### **4.2.1 Awards**

In addition to the different awards systems in place in individual classrooms, regular awards for commendable efforts in school achievement have been given in the following areas:

- Christian Living Award,
- Merit Award,
- Principal Award,
- Sports Award,
- Library Award,
- Award of Excellence,
- St Philomena's Medal

#### **4.2.2 Respect of Others**

Children are taught the importance of respecting their fellow classmates, teachers and visiting adults. The following initiatives are used to promote respect of others:

- **Christian Living Awards** – Awarded for acts of kindness.
- **Christian Living Book** – Children are acknowledged for Christian behaviour.
- **Newsletter** – Children who show respect for others are listed in the newsletter.

#### **4.2.3 Responsibility Development**

St Philomena's staff encourage children to develop responsibility and self-management skills. The following methods are used to develop responsibility in our children:

- Student Representative Council (SRC)
- Mini Vinnies

#### **Year 5/Kinder Buddies**

The Year 5 children are aligned with a Kinder child at the beginning of the year.

#### **Class errands**

Class teachers give children small errands and messages to take to other classes or the office.

#### **Assemblies**

Year 6 children are in charge of organizing and running whole school assemblies and the Monday morning flag-raising and National Anthem.

#### **Year 6 Leaders**

Year 6 children care for their own class. In doing so they ensure children move safely to class, are organized for lessons and helped with any problems.

#### **4.3 Pastoral Care of families**

Both formal and informal support structures exist for families within the St Philomena's community. Centacare is available to consult with students and parents in relation to any pastoral care issue.

The Executive works closely with parents to provide support with issues concerning their children. Where necessary, parents are referred to other agencies and external initiatives such as St Vincent de Paul and the Dept of Health.

Having a close support network with the parish, the Fr Pat is also available to assist families in our school.

#### **4.4 Resolving Issues**

St Philomena's has implemented a Complaints Policy and Register. All complaints are recorded and followed upon by the Principal. This policy is monitored by the Catholic Education Office.

#### **4.5 Workplace Health & Safety (WH&S)**

St Philomena's implements a Workplace Health and Safety Policy. This system reflects the current statutory requirements for WH&S and complies with the Australian Standard for WH&S.

The WH&S Policy is adapted from the Catholic Education Office WH&S Guidelines. It 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 Policy supports the provision of a 'safe and supportive' school environment for all students as well as taking into account the health, safety and welfare of staff, visitors and contractors to the school site.

The Principal in consultation with the relevant CEO personnel, are responsible for monitoring the school's compliance with WH&S legislation and for the implementation of the management system in keeping with the School's Annual Improvement Plan. External WH&S system audits are conducted by the CEO to validate the implementation of policies and checklists.

### **5. Learning & Teaching**

#### **5.1 Quality Catholic Education**

St Philomena's curriculum is underpinned by the Religious Education Curriculum, which is central to the student's learning. All Board of Studies requirements are being met as the school seeks to implement a contemporary curriculum to meet the needs of all students.

St Philomena's is fortunate to have many dedicated teachers who are passionate about and value learning. All teachers have been involved in many professional learning opportunities throughout the year. Each week, the focus of our professional learning meetings has been targeted at spelling and reading to improve student learning outcomes.

Our support Teacher attended gifted and talented professional development. Other professional development included:

- First Aid/CPR, NAPLAN analysis,
- Godly Play,
- Students and Work Experience

In each classroom, teachers timetable a dedicated block of time for Literacy and Numeracy. In both Literacy and Numeracy, assessment data from Basic Skills, NAPLAN & school assessment results are used to inform learning and teaching and identify students at risk.

#### **5.2 Religious Education**

##### **5.2.1 Religious Education Program**

Kinder to Year 6 students undertake all of the core units from *The Bathurst Diocese Religious Education Program (draft)* — Kindergarten to Year Six. Religious Education lessons are taught every day. Preparation for aspects of Year group and whole school liturgies occur in Religious Education classes e.g. Prayers for the Assembly, offertory elements and artwork.

##### **5.2.2 RE Budget**

Budget funds were devoted to the purchase of religious resources for the new Religious Education Program implemented over the last two years. Resources included contemporary paintings of the Stations of the Cross for our Hall.

### **5.2.3 Fostering a sense of Community**

Fostering a sense of welcome and community was strengthened through the following planned events.

- Opening School Mass
- School Liturgies
- School Prayer
- Reading groups
- Sacrament Meetings
- Birthday blessings

### **Acknowledging our history and values through the school Song**

Our school song entitled *Watch Us Grow* continues to be sung at all assemblies, flag raising ceremonies and school Masses.

### **5.2.4 Teaching of the love of God through Mass, liturgy and Prayer**

All students participated in Eucharistic Liturgies to celebrate significant events in the life of the school and the Church. Regular Mass attendance is valued and seen as integral to Sacrament preparation.

#### **School/Parish Mass**

In term one our school joined with the parish to celebrate a particular aspect of the school. The school organised the Mass and all children took part. These Masses took place on 24th February at the 10.00 am morning Mass in the Cathedral. It is seen as a valuable tool for developing community spirit.

#### **Graduation Mass**

The Graduation Mass on 17<sup>th</sup> December concluded the year and allowed us to celebrate as a school community and thank God for our Year 6 children. During the celebration both Year 6 & Kinder children graduated. The Mass was followed by morning tea for parents, friends and family members.

#### **School Liturgies**

During the year we celebrated other events within the life of the school, parish and community by participating in liturgies of the Word. We participated in Liturgies prior to the Sacraments of Penance, Eucharist and Confirmation to show our support for the students making these Sacraments and to acknowledge the support of their non-Catholic classmates.

During Lent and Advent the School community gathered together to pray and reflect on the significance of these seasons within the Church. Other important celebrations occurred on Ash Wednesday, St Patrick's Day, St Joseph's Day, St Philomena's Feast Day and Mission Week.

Each grade prepared and celebrated 'Liturgies of the Word' during the year. Parents, family members and members of the school community were encouraged to participate in these liturgies. Classes continued Christian meditation fostered by Fr Delaney.

Mothers' Day and Fathers' Day Liturgies were very popular and many families filled our hall to overflowing.

### **Year Six Retreat**

Year Six students engaged in a retreat at Lithgow. St Phil's joined with students from St Joseph's Portland and St Patrick's Lithgow. Chris Doyle facilitated the retreat and focused on the Sacrament of Confirmation.

### **5.2.5 Memorial of Bessie Fitzpatrick**

In memory of Bessie Fitzpatrick (died of cancer in 2007) we celebrate Australia's Biggest Morning Tea with a whole school prayer and morning tea. This is an important moment on our calendar, as remember all past students who have died and people who suffer from cancer. We raised over \$1500 for cancer research.

### **5.2.6 Sacramental Programs**

Children learnt about becoming full members of the Church through The Parish Sacramental Programs. The following numbers of children received the Sacraments of Confirmation, First Holy Communion and Reconciliation.

**Confirmation** - 12 Year Six students were confirmed on 16<sup>th</sup> June 2013 in the Cathedral.

**First Holy Communion** - 18 Year Three received First Communion on 18<sup>th</sup> August 2013 in the Cathedral.

**Reconciliation** – 24 Year Two students received First Penance on 7<sup>th</sup> November 2013 in the Assumption Church.

## **5.3 Student Achievement**

### **CEO Religion Test**

Our Year 6 took part in the CEO Religion Test. Results were very favourable, with over 95% of children obtaining a credit or distinction.

### **NAPLAN**

24 Year Three and 25 Year Five students participated in the 2013 NAPLAN Test. Results were indicative of efforts in Literacy and Numeracy the with the majority of St Philomena's students achieving above the state mean in Literacy, Writing and Numeracy.

The test results provide valuable information about student achievements in literacy and numeracy. Analysis of these results assists school planning and is used to support teaching and learning programs. We thank Mrs Lorraine Short of the Bathurst CEO for inservicing staff on the NAPLAN results and for helping develop strategies to pin-point areas requiring extra work in classrooms.

### **Several points should be noted:**

In Year 3, students placed in Band 1 are achieving below the national minimum standard. Students in Band 2 are achieving at the national minimum standard. Students in Bands 3 – 6 are performing at a standard deemed to be above the national minimum standard. Students in Bands 5 and 6 are “at proficiency”.

In Year 5 students in Band 3 are achieving below the national minimum standard. Students in Band 4 are achieving at the national minimum standard. Students in Bands 5 – 8 are performing above the national minimum standard. Students in Bands 7 and 8 are “at proficiency”.

Students who were exempted from any test were deemed not to have met the national minimum standard in that test area and are not included in band distributions. State data for band distributions is sourced from the School Measurement and Reporting Toolkit (SMART),

developed by NSW Department of Education and Training. All national data and state figures for the percentage at or above national minimum are sourced from the NAPLAN summary report published by the Ministerial Council for Education, Early Childhood Development and Youth Affairs (MCEECDYA). All school data is sourced from SMART.

### Yr 3 NAPLAN

| Reading     | State Mean   | Diocese Mean | School Mean  |
|-------------|--------------|--------------|--------------|
| 2008        | 410.8        | 423.5        | 440.3        |
| 2009        | 423.7        | 437.7        | 459.5        |
| 2010        | 422.6        | 426.3        | 455.6        |
| 2011        | 423.7        | 429.3        | 439.2        |
| 2012        | 426.9        | 431.6        | 441.3        |
| <b>2013</b> | <b>424.8</b> | <b>424.8</b> | <b>444.5</b> |

*2013 results indicate St Philomena's performed above the national average in **Reading**.*

| Writing     | State Mean   | Diocese Mean | School Mean  |
|-------------|--------------|--------------|--------------|
| 2008        | 427.8        | 438.8        | 419.0        |
| 2009        | 423.6        | 428.7        | 452.8        |
| 2010        | 429.4        | 433.9        | 448.3        |
| 2011        | 429.2        | 437.5        | 438.6        |
| 2012        | 425.0        | 427.4        | 441.2        |
| <b>2013</b> | <b>422.7</b> | <b>419.7</b> | <b>440.1</b> |

*2013 results indicate St Philomena's performed above the national average in **Writing**.*

| Numeracy    | State Mean   | Diocese Mean | School Mean  |
|-------------|--------------|--------------|--------------|
| 2008        | 409.5        | 418.3        | 425.4        |
| 2009        | 405.9        | 407.9        | 424.7        |
| 2010        | 402.3        | 406.6        | 426.4        |
| 2011        | 406.6        | 408.0        | 423.0        |
| 2012        | 405.7        | 406.9        | 429.9        |
| <b>2013</b> | <b>404.6</b> | <b>409.0</b> | <b>416.9</b> |

- *2013 results showed St Philomena's performed above the national average in **Numeracy**.*

### Children achieving National Minimum Standard in Literacy and Numeracy Year 3

- Reading 96%
- Writing 100%
- Spelling 100 %
- Grammar & Punctuation 100%
- Numeracy 100%

Band distributions across Year 3 indicated great strengths in Reading, Spelling and Grammar and writing with percentages in the top two bands exceeding the National and State figures. Numeracy results also indicated a healthy number of students performing in the top two bands.

### Yr 5 NAPLAN

| Reading     | State Mean   | Diocese Mean | School Mean  |
|-------------|--------------|--------------|--------------|
| 2008        | 493.1        | 504.7        | 488.9        |
| 2009        | 503.2        | 513.2        | 525.4        |
| 2010        | 496.9        | 507.0        | 497.2        |
| 2011        | 496.0        | 505.6        | 502.5        |
| 2012        | 500.1        | 502.7        | 508.2        |
| <b>2013</b> | <b>507.0</b> | <b>508.5</b> | <b>512.3</b> |

2013 results indicate St Philomena's performed at the national average in **Reading**.

| <b>Writing</b> | <b>State Mean</b> | <b>Diocese Mean</b> | <b>School Mean</b> |
|----------------|-------------------|---------------------|--------------------|
| 2008           | 495.5             | 499.8               | 495.1              |
| 2009           | 491.8             | 493.1               | 483.5              |
| 2010           | 494.8             | 501.5               | 490.9              |
| 2011           | 492.7             | 495.8               | 495.2              |
| 2012           | 486.2             | 484.3               | 512.3              |
| <b>2013</b>    | <b>484.1</b>      | <b>487.9</b>        | <b>527.3</b>       |

2013 results showed St Philomena's performed substantially above the national average in **Writing**.

| <b>Numeracy</b> | <b>State Mean</b> | <b>Diocese Mean</b> | <b>School Mean</b> |
|-----------------|-------------------|---------------------|--------------------|
| 2008            | 489.1             | 495.4               | 475.5              |
| 2009            | 502.8             | 499.9               | 496.9              |
| 2010            | 499.5             | 503.5               | 483.4              |
| 2011            | 500.6             | 497.7               | 501.2              |
| 2012            | 498.8             | 493.9               | 507.2              |
| <b>2013</b>     | <b>495.1</b>      | <b>492.9</b>        | <b>499.9</b>       |

2013 results showed St Philomena's performed above the national average in **Numeracy**.

#### **Children achieving National Minimum Standard in Literacy and Numeracy Year 5**

- Reading 100%
- Writing 100%
- Spelling 100%
- Grammar & Punctuation 100%
- Numeracy 96%

Band distributions across Year 5 indicated great strengths in Reading, Spelling and Grammar and writing with percentages in the top two bands exceeding the National and State figures. Numeracy results also indicated a healthy number of students performing in the top bands.

#### **5.4 Extra Curricula Activities**

St. Philomena's Primary School is committed to offering a variety of opportunities to cater for children's needs and interests.

##### **Sport**

Sport is a significant part of the life at St Philomena's, as children in Years 3 to 6 have the opportunity to be involved in one or more of the following gala days: soccer, netball and football.

St Philomena's had Spirit-filled swimming carnivals, athletics carnivals and school cross country in 2012. These carnivals allowed for children to be selected for the Regional Carnivals. St Philomena's School had representatives at the Diocesan Summer Sports Trials, Diocesan Winter Sports Trials, Polding Winter Sports Trials, David Peachey Cup, Diocesan Cross Country, Polding Cross Country, Regional Athletics, Diocesan Athletics, Polding Athletics, Regional Swimming, Diocesan Swimming.

The Go Go Golf, The AFL, NSW Rugby League and Cricket Australia also conducted clinics for the students.

##### **Debating**

Years Five and Six prepared for the Apex Bathurst Catholic Schools Debating Competition. St Philomena's was victorious bring home the Catholic Schools Debating Trophy.

Band distributions and percentages of students achieving at or above the national minimum standard are shown separately for Years 3 and 5. Additional information can also be accessed from the My School website (<http://www.myschool.edu.au/>).

### **Creative Arts Day**

Children took part in the Catholic Education Office's Christmas Art Competition.

### **Public Speaking**

St Philomena's School students were involved in two Public Speaking competitions: CWA Public Speaking (4 school representatives) and the Apex Public Speaking Competition for Years 5 and 6 (3 school representatives).

### **Gymnastics**

All classes were given the opportunity to take part in gymnastics lessons each Wednesday in Term 1.

### **School Band**

Children from Year 3 to 6 are able to join the school band. The children can choose their own instrument and follow lessons given by a professionally qualified music teacher, one day per week. The children play as a whole group before school and also perform at school functions and concerts.

### **Chess Club**

Children participate and develop their skills in chess competitions. Children are supervised by a classroom teacher and are taught chess skills by a chess tutor. These children also participate in inter-school competitions.

## **5.5 Expanded Learning Opportunities**

All classes have been provided with opportunities to enhance learning through excursions and visiting performances and workshops.

### **Excursions**

- Yrs 2, 3 & 4 Sydney Excursion
- Yr 5 Gold Fields and River Excursion
- Yr 1 Local Services
- Yr 6 Christian Living Camp
- Yr 6 Leadership Day

### **Performances & Workshops**

- Rugby league,
- rugby union,
- netball,
- AFL
- Go Go Golf.
- Gymnastics
- Dance
- Visiting Band Performance
- Mighty Minds Muster
- Book Week Celebrations
- School Band Workshop

Opportunities to participate in sport and fitness are well catered for through the weekly PE, Sport and Infants' Gross Motor Program.

Students in Years 3 to 6 have the opportunity to participate in the Australasian Mathematics, Writing, Spelling, Science and English competitions achieving credible results.

### **SRC & Minni Vinnies**

Our SRC and Minni Vinnies continued to be a strong fund raiser for both the school and charitable causes. SRC and Minnie Vinnies meet once a fortnight and provides opportunities for child to experience a meeting format and have input into the daily happenings within the school. Activities organized by the SRC included:

- raffles
- class of the week & fortnight
- junk Olympics
- talent day
- casual clothes days
- Melbourne Cup day
- Easter Fun Day
- Easter Bunny visit and egg hunt

### **5.6 Cross-Curriculum**

Through the use of integration, teachers are programming learning experiences to meet cross-curriculum content. Literacy is a key component across all other Key Learning Areas.

Indigenous perspectives are included within at least one unit of work in Human Society and Its Environment. In recognizing the original custodians of this land the new gymnasium was named by the Wiradjuri people. The gymnasium is named Girra Girra which means *noisy, joyful and happy meeting place*.

NAIDOC Day was celebrated and children focused on activities related to raising awareness of indigenous culture and issues.

Asian Studies is integrated into the content of some HSIE units across the school with a key focus in Year 5

### **5.7 Professional Learning**

All teachers participated in a range of professional learning activities throughout 2013. Professional learning is most effective when it is meaningful, based on recognised need and there is a long-term commitment by those involved.

The professional learning at St Philomena's Catholic School supports this process. The staff participated in various learning opportunities throughout the year.

A group of teachers participated in postgraduate study in Masters of Educational Leadership.

On a Diocesan level, staff were engaged in experiences such as strategies for teaching and planning religious education; occupational health and safety training; child protection training; first aid training and various technology related professional opportunities including; Information, Communications and Technologies (ICT) professional development days for Interactive Whiteboards tutorials.

## **6. Parent Participation**

### **6.1 Introduction**

Parents have an active involvement in the life of St. Philomena's Primary School. The Parents' and Friends' Association (P&F) annually extend invitations to new and existing parents to a number of community events. The first meeting of the of year is marked with

wine and biscuits to welcome and introduce new parents and new executive.

Parents continued to assist the Principal and the teachers with the smooth running of the school by working in the canteen; as class helpers; at sporting events and on the various P&F Committees. The practical assistance from the parents is welcomed by the school.

Parents welcome new members to the community and hold many social and fundraising events throughout the year.

## **6.2 Parent/Teacher Meetings**

Parents were invited to attend many meetings with staff during the year. Meetings included: Parent/Teacher interviews, Sacramental meetings, Class meetings (eg Personal Development). Formal Parent/Teacher Interviews are held in Term One of each year. This allows the parent and teacher to organize the child's learning for the coming school year.

## **6.3 Parent Satisfaction**

St Philomena's introduced a feedback form and suggestions box. At St Philomena's parents feel valued, respected and welcomed. The school has a community spirit which is supportive and friendly. Parents are appreciative of the dedication of the school staff and appreciate the quality feedback they receive around their child's learning needs, successes and gains.

Parents are extremely satisfied with the quality of teaching their child receives at St Philomena's. Parents have expressed sincere satisfaction around the pastoral care particularly of the students and the emphasis of social justice and outreach. Parents see their child as safe from harassment, bullying and victimisation.

The greatest satisfaction expressed by parents is that St Philomena's is a place, which allows the child's faith to grow; that members of staff provide good role models of adult Christian life and the values. Parents value the positive links with the parish and wider community and appreciate that every member of the community is treated with respect and dignity.

## **7. Strategic Initiatives**

The Goals identified in the 2013 Annual School Report, which were achieved:

NAPLAN results continued to improve as procedures and programs take effect. We are extremely happy with Numeracy & Literacy outcomes with the school mean being above State & Diocesan mean, however in 2013 we will continue to focus on explicit teaching of Reading & Spelling as we implement the National English Curriculum. Goals taken from our 2013 – 2015 School Strategic Improvement Plan are as follows.

### **Catholic Life and Religious Education**

#### **Learning & Teaching**

##### **Goal 1**

Develop and refine K-6 approach to Assessment and Evaluation

##### **Goal 2**

Build professional development into staff meeting time.

##### **Goal 3**

Engaging in professional dialogue, in both formal and informal settings.

**Goal 4**

Collate evidence of immediate and ongoing pastoral care structures. Ensure staff appointed have appropriate RE qualifications Review Vision and Mission Statement Introduce English National Curriculum

**Leadership for school Improvement****Goal 5**

Review and determine a time frame for splitting REC/AP Role

**Goal 6**

Work on professional relationships and developing a culture of professional dialogue.

**Goal 7**

Ensure workloads equitable.

**Strategic Resourcing****Goal 8**

Review the needs and requirements of hardware in the school.

**7.1 Educational Goals for 2014****Organisational Culture****Goal 1**

Review and determine the time frame for splitting the role of AP/REC the Executive is a team of three with revised role descriptions. Organise and complete an Executive Assessment for the current AP/REC.

**Professional Relationships****Goal 2**

Work on professional relationships and creating a culture of professional dialogue through PLC, QCE and the new standards

**Goal 3**

Whole staff reflection on what is helpful/ a hindrance to building positive professional relationships.

Review Vision and Mission in light of new Maths & Science curriculum.

**Strategic Resourcing****Goal 4**

Ensure enough hardware is available so more children can access Mathematics and Study Ladder.

**Religious Education****Goal 5**

Review of staff handbook and pastoral care program.

**Gaol 6**

Roll out WH&S induction policy.

**Gaol 7**

Clarify understandings and promote and regularly review policy and practice

**Pedagogy and Practise****Goal 8**

Develop, apply and sustain knowledge and understanding of contemporary learning theory and pedagogical principles.

*Focus on Childhood anxiety and how this can be approached in the contemporary classroom.*

**Gaol 9**

Contextualise beliefs about learning and teaching. Shape learning through contemporary pedagogy.

**Professional Learning****Goal 10**

Student Achievement in K-6 in English and Maths Review as a whole staff, revise and review marking criteria. Access CEO support and PD to determine whole school strategic direction in Literacy and Numeracy.

**Goal 11**

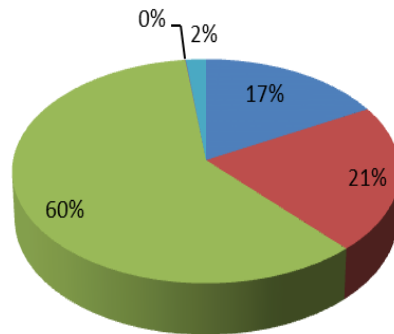
Build professional learning into staff meeting time. Focus on relevant learning that will inform future directions.

*Focus on PLC and Teaching Standards*

**FINANCIAL STATEMENT (2013)**

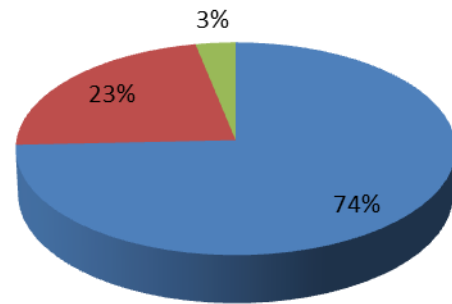
Catholic Schools are accountable for all monies received. Each year, the Catholic Education Office, Bathurst submits to the Commonwealth Government a financial statement on behalf of the 33 primary, K-10 and secondary schools. In addition, the financial accounts for each school and for the Catholic Education Office are audited annually.

## Income



- Fees and Private Income
- State Recurrent Grants
- Commonwealth Recurrent Grants
- Commonwealth Capital Grants
- Other Capital Income

## Expenditure



- Salaries & Employee Expenditure
- Non-Salary Expenditure
- Capital Expenditure