

**St Philomena's Primary
School
BATHURST**

**Catholic Education Office
Diocese of Bathurst**

*Annual School Education
& Financial Report
2011*



About this report

Dear Parents and Caregivers,
St. Philomena's Catholic Primary School Bathurst is registered by the Board of Studies (NSW) and is part of a system of schools managed by the Catholic Education Office, Bathurst.

On behalf of all involved in our school community, I am happy to present the 2011 Annual School Report that provides information about St. Philomena's School's activities and performance over the past year.

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 website by 30 June 2012.

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

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Principal's Message

As Principal of St Philomena's Catholic Primary School, Bathurst I take pleasure in presenting the Annual School Report for the 2011 School Year.

2011 St Philomena's opened the BER projects of the Girra Girra Gymnasium and The Mercy Learning Centre. The opening ceremonies provided our community with an opportunity to celebrate our rich past and look forward to a wonderful future.

Completion of building works has allowed our teaching approaches to grow and be active in all classrooms. Classes now have access to a facility, which enhances the IT and research components of teaching. The Girra Girra Gym allows activities to take place in unpleasant weather and gives teachers the freedom of planning for activities requiring a large comfortable space.

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

Parents and Friends Association Message

The Parent and Friends was established to formalise an active partnership in the education of our children between parents, teachers and all the staff at St Philomena's School. The Parents and Friends community invites all parents and the wider community to join this partnership in an active way.

Areas of active partnership presently include:

the food van catering; school/parish Masses;

welcoming new parents and family gatherings.

Meetings are held on the second Tuesday of each month at 7.00pm in the teacher staffroom.

Mrs Mary Bartlett-Hulme
(P&F President)

School Profile

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 socio-economic 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.

School Manager & Parish Priest

During 2011 Fr Pat O'Regan continued as our School Chaplain and School Manager. We were indeed fortunate to have Fr Pat's guidance and care during the year. Fr Pat celebrated Mass on a regular basis and his homilies were always meaningful. We certainly enjoyed Fr Pat's singing and his encouragement that made all liturgy joyous.

1. Catholic Identity

St Philomena's has a rich tradition of prayer and liturgy. In 2011, we continued to strengthen Catholic identity.

The St Philomena's 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 2011:

- Lewis Wilde
- Chloe Haberecht

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 2011. Staff and students give witness and service in their own parishes.

Pastoral Care

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.

Mini Vinnies

Mini Vinnies began in earnest with the help of Mrs Davies (Acting 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.

Devotion

Each class has religious statues and a picture of our Patron Saint. New crucifixes were attached to classroom doors and icons have been purchased for the school entry.

RE Budget

Budget funds were set aside for the purchase of Resources required to implement the new Religion Programme and help maintain our Catholic identity.

Catholic 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

School Song

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

School Masses

All students participated in Eucharistic Liturgies to celebrate significant events in the life of the school and the Church. Children attend the 12.30 Tuesday Mass at Assumption Church prior to each sacrament. Regular Mass attendance is valued and seen as integral to Sacrament preparation.

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 continue Christian meditation fostered and implemented by Fr Delaney.

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

In memory of Bessie Fitzpatrick (died 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 \$2000 for cancer research.

School/Parish Masses

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 28th January 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 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 a special morning tea for parents, friends and family members.

School Mass

Children continued to attend Mass at the Assumption Church in preparation for their

Sacraments. Favourable comments are always made about the children's behaviour, reverence and knowledge of Mass responses.

Class Mass & Reconciliation

This year we introduced class Mass and Reconciliation. Each Primary class were asked to prepare a class Mass. The class, teacher and invited family members then celebrated Mass together.

We celebrated Class Reconciliation in Terms 1 and 3. Class Masses were celebrated through out the year.

Social Justice

Catholic Missions

The school had several fundraisers for the missions, which realised \$1500

Sponsored Child CCF - \$610 was raised during the year for Ahdim, a 11 year old Indonesian boy who has been sponsored by the children and staff since early 2006.

Sacramental Programs

The Parish Sacramental Programs were again a significant focus for St Philomena's School.

Confirmation - 23 Year Six students were confirmed on June 12th in the Cathedral

First Holy Communion - 20 Year Three received First Communion on 7th August in the Cathedral.

Reconciliation – 23 Year Two students received First Penance on 9th November in the Assumption Church.

2. Staff and Student Religious Formation

Commissioning Mass – 28th January 2011

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.

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.

Staff Prayer

Teachers came together each week for staff prayer.

Religious Education Program

Kinder to Year 6 students undertake all of the core units in *The Christ We Proclaim – Kindergarten to Year Six* – RE Program.

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.

2011 professional development undertaken by Religious Education teachers:

- Training in Godly Play. Skills to be used when the new Religious Education Program is implemented in 2012
- Dr Angelo Belmonte instructed all staff on the new Religious Education Documents.
- Manufacture of Godly Play puppets in an after-school workshop.
- Certificate of Religious Education courses

Four staff members have formal RE qualifications. Two have enrolled to complete their Religious Education Certificate in RE.

3. Enrolment Policies and Profiles

St Philomena's is a single stream school and the class numbers as of the 2011 August Census are below.

| | Catholic | NonCatholic | Total |
|----------------------|-----------------|--------------------|--------------|
| Kinder | 26 | 4 | 30 |
| Year 1 | 23 | 4 | 27 |
| Year 2 | 23 | 4 | 27 |
| Year 3 | 20 | 5 | 25 |
| Year 4 | 19 | 7 | 26 |
| Year 5 | 17 | 8 | 25 |
| Year 6 | 23 | 7 | 30 |
| Totals | 151 | 39 | 190 |
| (August 2011 Census) | | | |

Student enrolment is expected to increase in 2012 with a Kinder enrolment of 30.

Gender Balance

96 female students. 94 male students.

Non-Catholic Ratio

Total Non-Catholic Boys – 26

Total Non-Catholic Girls - 13

Student Attendance Rate:

The student attendance rate for 2011 was:

Year 1 – 92.3%

Year 2 – 90.0%

Year 3 – 93.8%

Year 4 – 93.8%

Year 5 – 94.0%

Year 6 – 93.3%

Overall Attendance – 92.9%

Follow up procedures for absences

- All staff mark class rolls on a daily basis.
- Upon returning to school the parent/guardian of the absent child must provide a note explaining the reason for the days missed.

Extended unexplained absences

Teachers send home an 'Extended Unexplained Absences Note' to those families who do not provide a note for absences. Parents are asked to interview if the problem is ongoing. DOCS are informed if unexplained absences lead the teacher to feel the child is at risk.

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 practising Catholic parents
2. Non-Catholic children whose brothers and/or sisters are presently enrolled in the school.
3. Non-Catholic children whose brothers and / or sisters once attended the school.
4. Non-Catholic children who are enrolled at a Catholic school in another Parish.
5. Non-Catholic children of practising 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 regard, the policy of the Catholic Education Office is to be observed.

Enrolment Procedure

School Enrolment Policy & application form may be accessed from our main office. The enrolment procedure for new children follows this process:

1. Each June/July the school advertises for enrolment applications for Kinder the following year.
2. Application forms are to be given to interested parents.
3. Applications, references and copies of Baptismal /Birth certificates are forwarded to the school.
4. In consultation with the Parish Priest, applications are listed in order of priority.
5. Parents may be interviewed by the Principal and P&F President
6. Parents are informed of the enrolment decision.

4. School Performance in National Testing

NAPLAN

24 Year Three and 25 Year Five students

participated in the 2010 NAPLAN Test.

Results were very good 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.

Yr 3 Results

Overall State Diocese School Reading

| | Mean | Mean | 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 |

Overall State Diocese School Writing

| | Mean | Mean | 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 |

Overall State Diocese School Numeracy

| | Mean | Mean | 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 |

Yr 5 Results

Overall State Diocese School Reading

| | Mean | Mean | 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 |

Overall State Diocese School Writing

| | Mean | Mean | Mean |
|------|-------|-------|-------|
| 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 |

Overall State Diocese School Numeracy

| | Mean | Mean | Mean |
|------|-------|-------|-------|
| 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 |

In 2008 the Commonwealth Government set minimum acceptable standards for Reading, Writing, Spelling, Grammar & Punctuation and Numeracy for each grade tested through NAPLAN. These are referred to as 'national minimum standards' and replaced the 'national benchmarks.'

The Percentages of students in this school achieving the national minimum standard are reported below.

Year 3

- Reading 91%
- Writing 96%
- Spelling 96%
- Grammar & Punctuation 92%
- Numeracy 95.8%

Year 5

- Reading 92.7%
- Writing 100%
- Spelling 96.2%
- Grammar & Punctuation 100%
- Numeracy 100%

Educational Goals for 2012

NAPLAN results continue to improve as procedures and programs take effect. We are extremely happy with Numeracy & Literacy outcomes with school mean being above State & Diocesan Mean, however we will continue to focus on Reading & Spelling in

2012.

Teaching focus & strategies for 2012

- **Reading to Learn** – Continued staff professional development.
- **Jolly Phonic & Grammar** – Update for current staff and introduction professional development for new staff.
- **NAPLAN Analysis** – CEO coordinated analysis of SMART Data. Whole school teaching focus developed from whole staff analysis.
- Problem Solving/Working Mathematically strategies to be implemented into all KLA's.

5. Curriculum and Pedagogy

Introduction

St Philomena's Bathurst is committed to providing quality Catholic learning and teaching. All Board of Studies requirements are being met as the school seeks to implement a contemporary curriculum to meet the needs of all students.

In addition to the Key Learning Areas (KLAs) prescribed by the Board of Studies, the students have been provided with courses of study in Religious Education in accordance with Diocesan policy. During 2011 the school priority has been on spelling and phonics. The Jolly Phonics program, combined with writing in context has certainly proved valuable in improving spelling results.

Religious Education

Religious Education Program

Kinder to Year 6 students undertake all of the core units in *The Christ We Proclaim* – Kindergarten to Year Six – RE Program.

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.

New Bathurst Diocese Religion Documents will be introduced in 2012. Dr Angelo Belmonte has spent much time with our REC and staff in preparation for the new programmes.

Four staff members have formal RE qualifications. Two have enrolled to complete their Religious Education Certificate in RE.

Professional Development

2011 professional development undertaken by Religious Education teachers:

- Training in Godly Play. Skills to be used when the new Religious Education Program is implemented in 2012
- Dr Angelo Belmonte instructed all staff on the new Religious Education Documents.
- Manufacture of Godly Play puppets in an after-school workshop.
- Certificate of Religious Education courses
- Parish Renewal week

CEO Religion Test

Our Year 6 took part in the CEO Religion Test. Results were very favourable, with over 80% of children obtaining a credit or distinction.

Teaching & Learning

The focus for Professional Development in 2010 was on introducing Indij Readers into our English Policy and programs Teachers attended a professional development days MultiLit, Reading2Learn, gifted and talented and Jolly Phonics. 2011 staff were trained in Multilit and Reading 2 Learn to further improve literacy results and in particular spelling and writing. School contacts attended gifted and talented professional development.

Other professional development included:

- First Aid/CPR, NAPLAN analysis,
- IndijReaders, CSU Practice Teaching
- Students and Work Experience students.

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.

The whole school took part in the Premier's Reading Challenge this year. We had a 100% of our children complete the challenge. Each child received a certificate from the Premier and many qualified for a Gold Reading Award.

Sport

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.

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. A parent organized the naming through contact with elders and Wiradjuri people. The name 'Girra Girra Gymnasium' was chosen and approved by Bishop Michael McKenna.

The Girra Girra Gymnasium 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. Children painted a large 'Friendship Cross',

which located at the front of the Girra Girra Gym.

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

Debating

Years Five and Six prepared for the Apex Bathurst Catholic Schools Debating Competition.

Creative Arts Day

St Philomena's also joined with St Joseph's, Manildra and St Columba's, Yeoval for a Creative Arts Day. Children took part in the following activities:

- Debating – MacKillop College
- Drama – Stannies
- Games – Kelso High
- Public Speaking – Bathurst Toast Masters
- Kite Making
- Jewelry Making

We thank Kelso High, MacKillop College, Stannies and Bathurst Toast Masters for helping us run some of the workshops,

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).

6. Meeting the Needs of all Students

In addressing the individual needs of students, a variety of individual support structures are provided. These include:

- Special Education Teachers' Aides working with small groups, as they complete set class tasks.
- Support Teacher taking special education classes where children focus on phonics, reading, spelling and number.
- Special Education – MultiLit was introduced in 2010 for the intense reading and spelling program. This

continued in 2011.

- iPads and laptops were integrated into the classrooms, as part of special education and gifted programmes.

7. Expanded Learning Opportunities

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

Excursions included:

- Yrs 2, 3 & 4 Sydney Excursion
- Kinder Dinosaur Museum
- Yr 5 Gold Fields
- Yr 1 Local Services
- Yr 6 Christian Living Camp

Performances & Workshops included:

- Creative Arts Day
- 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.

In addition students participate in school swimming, athletics and cross-country carnivals. Primary age students have the opportunity to trial for representation in Diocesan teams.

Students also trial for and participate in school teams in local gala days in netball, soccer, AFL, rugby league, rugby and union. A number of students represented the school and Diocese sporting trials.

Students in Years 3 to 6 have the opportunity to participate in the Australasian Mathematics, Writing, Spelling, Science and

English competitions achieving credible results.

After conducting school chess competitions a group of students represented the school at the Bathurst School Junior Chess Tournament. Our B Team went onto Sydney to represent our school and zone.

SRC

Our SRC continued to be a strong fund raiser for both the school and charitable causes. SRC meets 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:

- school discos
- 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

Other

Class/Grade Assemblies, Eisteddfod Choirs, Verse Speaking Choirs, instrument lessons and School Band

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

8. School Policies

Many school policies are documented in the School Handbook. Specific policies can be viewed by request to the Principal.

Pastoral Care Policy and Behaviour Management Policy

When parents enrol their children at St Philomena's School they enter into a partnership with the school staff. This partnership is based on shared responsibility and mutual respect. The partnership should aim at achieving effective learning and good discipline so that the school environment is both productive and harmonious. This partnership should lead to the understanding that the student needs to develop a responsibility for his or her own behaviour.

Corporal or Physical Punishment

Corporal punishment is expressly prohibited at St Philomena's. The school does not sanction the administration of corporal punishment by school persons and non-school persons, including parents, to enforce discipline.

Parents naturally want the very best for their children. We all want our children to be successful, happy and to feel secure in all aspects of their lives.

During their school years, the home and school occupy the greatest part of their time and carry the greatest influence on their development into adulthood. Obviously, the more harmony there is between home and school, the greater will be the chances of achievement and fulfillment.

The contribution that parents make to St Philomena's School is highly valued. The best possible outcomes from all children's education are very much enhanced by a strong partnership between parents, teachers and students.

At St Philomena's School the rights of teachers, parents and students are recognized, including the right to be heard and the right to a considered response. Privacy will be maintained and anonymity where requested.

Teachers, parents and students will not be discriminated against as a result of making a complaint.

Complaints will be considered in an equitable, objective and unbiased manner. The complaints handling process will reflect the principles of natural justice and procedural fairness.

9. School Determined Improvement Targets & Achievements

Catholic Life and RE

Our REC attended the annual Religious Education Coordinator's Assembly run by the Catholic Education Office of Bathurst.

Purchase of resources required for the Religious Education Units.

Staff Retreat to be conducted in 2012 to coincide with the Year of Grace.

Improved classroom and lab computers.

Goals for 2012

General Improvements

- Update computer hardware and software
- Improved format and proofreading of newsletter.
- Email the newsletter to parents
- School Web page developed
- Purchase seating for bus bay
- Introduce some healthy options into the canteen
- Contact CEO re covered walk-way. Apply for funding through the special education grants.

Learning & Teaching

- 2012 will see two more staff trained in Reading 2 Learn.
- Infant teachers will be inserviced in Jolly Grammar
- Jolly Phonics update course to be attended by all Infant staff
- Focus on writing and problem solving.
- Electronic white board inservice to be conducted Term 2
- Implement Multi-lit throughout the school.

Catholic Life & RE

- A focus on class prayer and Catholic traditions.
- Class Mass & Reconciliation.
- Staff retreat.
- Focus on the Year of Grace
- Implement the new Catholic Education RE Documents
- Produce resources for RE Documents.
- Further inservicing on RE Documents.
- Further encourage staff to complete further studies in RE.

Resources, Finance and Facilities

There continued to be a focus on improving the facilities that we have at St Philomena's School. The Federal Government's BER scheme allowed for continued major improvements during 2011. Our new gymnasium was opened late in 2011 and has become a beneficial asset for the children and the community.

The Library was extended and new computers and a flat screen were purchased. Work was completed on refurbishing our canteen.

A new Primary wet area was installed and a disabled toilet was built. The disabled toilet includes an electric change table and shower. Funds for this project were made available through special education funding through CEO grants application.

10. Staff and Teacher Standards

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

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:

Teacher Qualifications No. of Teachers

| Teacher Qualifications | Number of Teachers |
|--|--------------------|
| 1. Those having teacher education qualifications from a higher education institution within Australia or equivalent. | 11 |
| 2. Those having graduate qualifications (eg Bachelor degree) but not a formal teaching qualification from a recognised higher education institution or equivalent. | — |
| 3. 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. | — |

Staff Professional Development

During the year each staff member, on average, attended 3 days of professional development.

Teacher Attendance & Retention

The teacher attendance rate is very high with an average rate of **95.44%**

Staff retention is stable with most members having been in the school for more than five years. The retention rate from 2010 to 2011 was **92.3%**

11. Parental Involvement

The Parents & Friends Association has been actively involved in school activities.

Activities included: Canteen, Food Van, and

Book Week.

Parents have been encouraged to be involved in all school activities. Involvement has been appreciated in the following areas:

excursions, classroom assistance, information meetings, social events, the Intensive Reading Program, assemblies and Liturgies.

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.

12. Respect for 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** – Children are rewarded for acts of kindness.
- **Christian Living Book** – Children are recorded in this book when they show Christian behaviour in and out of the school.
- **Awards system** – Children are acknowledged for good deeds in the classroom, sportsmanship and helping others.
- **Newsletter** – Children who show respect for others are listed in the newsletter.
- **St Philomena's Medal** – Year 6 children who show respect for others throughout their school career may be nominated for the St Philomena's Medal.
-

13. 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.

14. Parent and Student Satisfaction

Parent satisfaction is measured through the number of formal complaints lodged and surveys. There were 3 formal complaints in 2010, which were satisfactorily solved through open discussion and negotiation.

A survey of staff and parents during the Principal's appraisal indicated high rates of satisfaction. However areas requiring addressing included:

- Errors in the Newsletter – conflicting dates and spelling errors.
- Need for more canteen healthy choices.
- Seating required in bus bay
- Covered walkway to the gym is required.
- Need newsletters emailed
- School web page out of date

Students provide feedback through evaluations of learning programs and the SRC. High levels of satisfaction were expressed in the areas of student/teacher relationships.

16. School & Parish Contacts

St Philomena's Primary School

BATHURST

P.O. Box 2031
BATHURST NSW 2795
Ph: (02) 6331 1198
Fax: (02) 6332 3976
email principal@stphils.nsw.edu.au

Cathedral Parish Presbytery

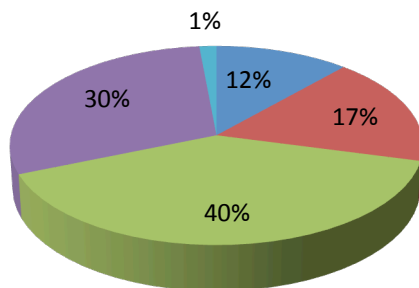
100 George Street,
(PO Box 9)
Bathurst NSW 2795
Ph: (02) 6331 3066
Fax: (02) 6332 2530
email cathedral@bigpond.net.au
Website www.cathedralparish.org.au

15.

FINANCIAL STATEMENT (2011)

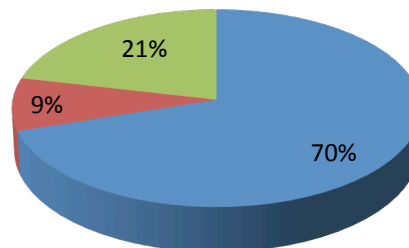
Catholic Schools are accountable for all monies received. Each year, the Catholic Education Office, Bathurst submits to the Commonwealth Government a financial statement on behalf of the 34 primary, central and secondary schools. In addition, the financial accounts for each school and for the Catholic Education Office are audited annually.

Income



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

Expenditure



- Salaries & Employee Expenditure
- Non-Salary Expenditure