



## *St Cecilia's Catholic Primary School*

# Annual School Report 2016

### Item 1: Contextual Information

St Cecilia's is a single stream, co-educational Catholic Primary School, catering for up to 246 students from Kindergarten to Year Six. Indigenous students make up approximately 14% of the school population. The school is supported by the Parishes of Port and South Hedland, where a strong relationship exists between the Parishes, the school and the wider community.

St Cecilia's promotes an atmosphere of openness and mutual respect where children feel secure to develop to their full potential. Students embrace spiritual, emotional, intellectual, physical and social skills encouraging them to develop into independent learners.

All classrooms are equipped with interactive whiteboards and computers to support the dynamic teaching and learning environments and to assist students when participating in various academic endeavours. St Cecilia's also employs a bank of iPads and Chrome Books which can be transported from classroom to classroom, for student use.

St Cecilia's provides a solid foundation for student learning through an excellent Early Childhood Programme for Kindergarten and Pre-Primary.

St Cecilia's uses the Explicit Teaching Model of Practice in our approach to Literacy and Numeracy. Programs for each year level are designed with a yearly overview and broken into four terms. Planning is guided by the requirements of the West Australian Curriculum. Our focus for 2015 was Reading and Reading Comprehension.

There is a strong sport emphasis at St Cecilia's. A variety of sporting programs are undertaken both within the school curriculum and as extra-curricular activities. Our students have developed their skills in this area and achieve well in all sports. We believe personal pride and school spirit are important to the development of the whole child and we look to develop these traits in all students. While our students constantly attain great results they do so with humility while supporting each other and fellow competitors.

St Cecilia's is underpinned by the Gospel Values and encourages students to be true to our motto 'Faith, Family and Friendship'.

*Faith Family Friendship*

## Item 2: Teacher standards and qualifications

<b>Years Qualified</b>	<b>No Teachers</b>	<b>% Teachers</b>	<b>Qualifications include</b>
<b>3 Years</b>	<b>0</b>	<b>0</b>	
<b>4 Years</b>	<b>11</b>	<b>85</b>	Bachelor of Education Bachelor of Education (Primary) Bachelor of Education (Early Childhood) Bachelor of Arts
<b>5 Years</b>	<b>2</b>	<b>15</b>	Masters of Religious Education Masters of Literature

## Item 3: Workforce Composition

	<b>No of Staff</b>	<b>% Staff</b>
<b>Teaching Staff</b>	13	52
<b>Teacher's Assistant</b>	8	32
<b>Female</b>	20	80
<b>Male</b>	3	12
<b>Indigenous ATA</b>	1	4
<b>Non Indigenous</b>	24	96
<b>Non Teaching</b>	4	16

## Item 4: Student Attendance at School

### Year Level % Absent % Attendance

<b>Year Level</b>	<b>% Absent</b>	<b>% Attendance</b>
Kindergarten	11.47	88.53
Pre-Primary	9.75	90.25
Year 1	10.61	89.39
Year 2	7.92	92.08
Year 3	8.46	91.54
Year 4	8.87	91.13
Year 5	7.27	92.73
Year 6	10.55	89.45

## How is Non Attendance Managed by the School

St Cecilia's uses a computerised attendance program to record student attendance. Teachers enter in attendance information at 9.00am and 1.00pm each day. Any child who is absent, without notice from a parent/guardian, will be recorded as absent and a SMS message will be sent to one parent/guardian. When a child is absent with or without a phone call, a note is still required by the school. If no note is received, the school will send a follow-up absence letter for the parent/guardian to complete and return to the school office.

### Item 5: Senior Secondary Outcomes:

Not relevant to St Cecilia's Catholic Primary School as we do not have a secondary school component.

### Item 6: NAPLAN Information:

	Reading		Persuasive Writing		Spelling		Grammar and Punctuation		Numeracy	
Year 3	419		418		414		428		371	
	390 – 447		394 - 441		388 - 440		397 - 458		348 - 395	
	SIM 421 412 - 430	ALL 426	SIM 417 409 - 42 5	ALL 421	SIM 418 409 - 42 7	ALL 420	SIM 435 425 - 44 5	ALL 436	SIM 396 388 - 404	ALL 402
Year 5	511		456		491		502		486	
	489 – 533		436 - 477		471 - 511		478 - 525		467 - 504	
	SIM 502 493 - 510	ALL 502	SIM 475 467 - 48 3	ALL 476	SIM 492 484 - 50 0	ALL 493	SIM 504 494 - 513	ALL 505	SIM 490 482 - 499	ALL 493

The school has achieved at a the Australian standard in many of the NAPLAN areas of testing. During 2015 to 2016, St Cecilia's had many students leave the school due to employment changes in line with the current mining cycle. This has affected our teaching and learning with many students not having the benefit of a long term education at St Cecilia's. We hope this pattern decreases as the mining industry settles into a regular operating cycle.

## Item 7: School Improvement Plan

The school's NAPLAN results were higher than those of 2015. This often happens in schools as the cohorts differ from those of previous years. The last five years of NAPLAN data has shown our students growth from Year 3 to Year 6 exceeds that of the Australian national average. This is a credit to the staff and students of St Cecilia's.

During 2016 the teaching staff have been working on enhancing teaching strategies as one section of our school improvement plan. Under the Learning/Education outcomes we have looked at five different strategies to continue our growth as teachers.

### **Learning/Education:**

*Enhance student achievement and well-being*

#### **Consistency:** Common Language

Staff meetings consisted of understanding the language used in the English and Mathematics strands of the West Australian Curriculum. This was achieved by dissecting the language used in both strands to understand their meaning. This has allowed teachers to use a common language in class ensuring students understand teachers as they progress through their schooling.

#### **Ability Grouping:**

Students have been placed in ability groups for spelling for a number of years with great success. This year the staff decided students should be placed in ability groups for Mental Maths. This has allowed students to learn at their point of need and has seen some very pleasing results in student understanding.

#### **Repetition:**

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#### **Explicit Teaching:**

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#### **Learning Intentions:**

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Teachers have been displaying and discussing learning intentions to students this year. At the end of the lesson teachers ask students if they understood the concept then select students to explain it to the class.

#### **Guided Reading:**

Guided Reading was introduced to the teaching staff and students during 2015. The program is designed to teach students how to read and comprehend what they read. The school has continued with Guided Reading this year to ensure reading is an embedded part of school life. The school has seen an improvement in student comprehension ability as evidenced in NAPLAN results and teacher assessment results.

The school has shown a very pleasing growth of student development from 2014 to 2016. Students in Year 3, in 2014, had an academic growth of between 2.5 years to 4 years over a two year period to 2016. Some students achieved a higher growth rate with one student demonstrating a ten year growth span. This is an outstanding effort by the teaching staff at St Cecilia's and deserves recognition of the time, effort and dedication shown by all staff.

St Cecilia's is in its first year of a three year project to use data to drive future teaching/learning strategies in the school. This entails every staff member being responsible for every child's learning. This year St Cecilia's introduced a data wall where student reading levels are placed on a chart for all staff members to observe. The data has sparked many conversations concerning students achievement this year and what can be instigated in the future to drive student improvement.

St Cecilia's introduced a Protective Behaviours program during Term 2. The program is endorsed by Kids Safe WA and is recommended by the WA Education Department. This program helps students identify inappropriate behaviour and provides strategies for students to develop a safe network of adults they can talk to.

### **Engagement/Community**

*Enhance parental engagement in their child's learning and faith formation*

St Cecilia's goal in 2016 was to ensure we reviewed and responded to current trends in communication to effectively reach all members of our school community. The newsletter went on-line in 2015 with hardcopies being available at school. All messages, newsletters, notes, policies and enrolment forms, text messages are being sent to parents as our regular form of instant communication. This has proved to be beneficial to

everyone has information can be delivered quickly and with immediate results, especially for student absence notifications. Many teachers are using Class Dojo as a convenient method of contacting parents with student behaviour or academic updates. The school is constantly looking for ways to better our communication with parents.

St Cecilia's had the CEWA Indigenous Education Team deliver a Cultural Awareness Professional Development day during Term 2. This showed the school needed to make changes to our Indigenous Education Plan to cater for students. We began the process of looking at our policy and decided it would be beneficial for the school to have further PD in this area. In Term 3 we had two visitors from the office deliver PD to help us create a plan for St Cecilia's. This plan has been completed and endorsed by the Aboriginal Education Team. It will be incorporated into school life next year. The plan will entail our indigenous families and staff working together to assist students with their education.

I would like to acknowledge the generous financial support that the Roy Hill Foundation have given the school this year. They have provided funding for Indigenous scholarships, the Homework Centre and the EdConnect mentoring program. The funding agreement between St Cecilia's and Roy Hill Foundation is in place for three years.

### **Accountability/Stewardship**

*The school provides professional learning that is timely, high quality and related to identified school goals and student needs*

The Staff handbook was amended for our staff induction at the beginning of the 2016. It is a working document and will need to be up dated as the needs of the school changes. All up dates will be made before the beginning of each teaching year and presented to staff. Staff are expected to follow the directions in the handbook and are responsible for ensuring they are familiar with the handbook and it's contents.

New staff are given an Induction Handbook on their induction day. Graduate teachers are assigned mentor teachers and experienced teachers are given buddies to assist them the everyday nuances of the school. I would like to thank our mentor and buddy teachers for the help and guidance you have given to our new staff this year.

### **Discipleship/Catholic Identity**

*The school clearly articulates the fundamental importance of its Catholic ethos to all members of the school community.*

The Evangelisation Program was discussed at the beginning of school however it was not handed to staff members. This will be addressed at the beginning of 2017. The school Evangelisation Plan has been placed on the school website and is available for viewing.

The school regularly articulates the Catholic ethos in its newsletters and general school life. The staff and students actively participate in prayer after recess and lunch. Students are constantly reminded of God's and Jesus' message at assemblies and in class life.

The school tried to introduce an Indigenous Language program this year. We were very unfortunate that this didn't eventuate due to illness. We will be looking for a language next year.

## **Item 8: Parent, Student and Teacher Satisfaction**

We have a very strong community at St Cecilia's made up of staff, students and parents. When you join our school community you become part of the family. The general feeling that is returned to the school shows that parents are happy with the education of their children and that the children are happy in school.

The school has continued turning over staff and students at a higher than normal rate. This will continue until the mining and resource sector stabilises.

Our staff are dedicated and conscientious and continually work hard for the good of their students. We have a dedicated P&F that work tirelessly to provide funds for our school. The School Board is diligent and works hard for the good of our students and the wider community.

## **Item 9: Post School Destinations**

### **2016 Year 7 Destinations:**

Christ Church Grammar School: 1

Guilford Grammar: 1

Hedland Senior High School: 16

Interstate: 2

Mazenod: 1

Mercedes College: 1

Santa Maria: 1

St Brigid's College: 1

## **Item 10: School Income**

<http://www.myschool.edu.au/MoreInformation>

# St Cecilia's AGM 2016

## Board Report 16/11/16

2016 as with previous years has seen numerous improvements around the school, some easy to see, others not so, a couple of examples, we have new shade sails and the area at the front of the school is taking shape, these are highly visible however problems with plumbing and air conditioning are not out there for everyone to see, all of these improvements and issues are raised at the board level to determine the direction the school should go for additions or rectification.

As part of the board's responsibilities we have been involved in assisting Peter with respect to the direction we as a board believe the school should go in looking toward the future of the school not only in a physical sense but also in a financial sense.

As you will hear from the board's treasurers report the school is in a healthy financial position. With the number of movements in Port Hedland the main concern is pupil numbers however the work undertaken by Genni and Peter to prepare a budget to as far as possible make the school future proof financially has been appreciated with the board approving the 2017 budget which has been submitted to the CEO.

A number of initiatives are being rolled out across the year including Cultural awareness training for the staff as well as mental maths streaming, new IT equipment (chrome books) was raised and approved by the board to ensure students have up to date computers.

Whilst it is not a particularly pleasant subject debt management was a concern identified by the board and the school has initiated a policy to address this and the number of instances of payment being in arrears has reduced considerably in the last calendar year with the support of the board.

As I noted in my report last year general maintenance of the school as always is a subject that is raised regularly at our board meetings, the maintenance of the school is in hand and is being addressed through the budget financially and plans are in place for ad hoc repairs and minor capital projects.

You may or may not be aware that Father John has been away in Perth for personal reasons and his presence at our board meetings is sadly missed due to his reverence and input, our thoughts and prayers are with him.

We have had a number of changes with people on the board this year with the board's secretary, Fiona Clarke resigning but thankfully not lost to the school as she has taken up a position on staff. Andrew Emmitt has just recently handed his resignation to the board with his last meeting with the board being last Tuesday, I would like to thank both Fiona and Andrew for their input from their time on the board and wish them both well.

We have had two new nominations for the board being Trevor McCrystal and Liz Peglar of which the board have voted to accept their nominations. If you are interested in becoming a board member please put your name forward, it is a rewarding experience and the more diverse skill sets identified on the board the better for the school.

I have also tendered my resignation to the board and as such attended my last board meeting on Tuesday the 8<sup>th</sup> of November (last Tuesday night) and this is my last official engagement with St Cecilia's. I have enjoyed my time and am now opening up my position for a willing candidate, I thank you for the opportunity of being a part of the school and I wish you well in the future.

On behalf of the board, thank you for your trust and support.

Regards,  
Dean Rehn  
Chairman  
St Cecilia's Board

# ST CECILIA'S PARENTS AND FRIENDS' ASSOCIATION AGM – 16<sup>TH</sup> NOVEMBER 2016 PRESIDENT REPORT

Firstly I'd like to thank all of the P&F Committee and staff for putting up with me this year. President is not a role I particularly enjoy, because I'm not particularly good at it! I'd prefer to wash the dishes than run the restaurant! But I hope we all made the best of it. Thankfully we have new parents who will perform this task much better than myself, so I'll not re-nominate, but I will be staying on as a General Member (and dishwasher) to help in any way they need.

I really love being part of the P&F for the opportunity to meet and work with a group of wonderful people. I appreciate the efforts of every single person who came to meetings, gave input, organised events or helped to host events.

To the committee: thank you to Sarah Emmitt who served as Secretary until work commitments dictated that she step down. Thank you to Elizabeth Pegler who joined us as Secretary and has already used her considerable skill to create Position Descriptions, update our Constitution and help me finalise the Summary Document that "should" make it easier for future committees to operate.

Thanks go to Monique Wilson for stepping into the very challenging role of Treasurer this year.

Thanks to our Vice President Kirsten Thompson for keeping me on track. Without her, all my wheels would have fallen off! Whilst we did not host any major fundraisers this year, the focus on community building activities was beneficial to students, parents and staff (we hope).

Kirsten Thompson raised a brilliant idea at the start of the year for a School Campout and it was a resounding success!

Kirsten and her husband Matt worked so hard to create a fantastic evening and we are all grateful that there were enough buckets of water to get us through the Water Outage!

Kirsten also hosted an "end of term 3 party". It was a lovely opportunity to catch up with other parents and the children had fun devouring afternoon tea brought along by parents.

Renae Price hosted a Book Week school disco which made use of those Book Week costumes that traditionally only get one wear.....discos are always a big hit with the kids and all those who attended seemed to really enjoy themselves.

Fiona Scott-Clarke rallied the troops for a working bee to refresh the sandpits in the Kindy and Pre-Primary playground. I'm sure all who attended were appreciative of the morning tea that was organised by Fiona.

Fiona also organised the Scholastic Book Fair and coordinated Book Club all year. I'm sure staff and students are grateful for her efforts, with lots of credits in the school account for new books!

We were only too happy to supply morning tea and a sausage sizzle for the working bee organised by Mr Allen to lay the grass and start forming the garden areas in the front block adjacent to Anderson Street.

Thank you to Kristine Lee who liaised with the staff at the school to find the optimal location for the shade structure and obtained quotes for its construction. The works were completed during the September school holidays and I'm sure you will all agree that it was \$50,000 well spent.

Thanks to the committee members who organised their student booklets for World Teacher Appreciation Day. Thanks Mandy for working so hard to ensure that our EA's and new Teachers were also recognised.

Other items that the P&F coordinated were the St Patrick's Day green cupcakes, lunches for the Swimming Carnival and Sports Carnival and we will also supply Christmas Dinner at Carols and ensure the school is festively decorated.

I travelled to Perth in May to attend the biennial Parents and Friends Federation of Western Australia Annual General Meeting and Conference. I highly recommend we send delegates in 2018 to attend this worthwhile networking event. I also spend considerable time this year adjusting the BHP Billiton Matched Giving procedure due to changes in the claim and organisation approval method.

Each year the P&F offer each class \$500 to spend on resources as they see fit. I'd like for the staff to consider what resources they will require next year so that we may get the ball rolling early. If you have additional funding needs, please just put in your requests so that we can consider them. Not all classes utilise the \$500, so often there are spare funds. Alternatively, additional fundraising events can be held to cater for needed items.

Last but not least, I will thank Peter, Mandy, Genni and Hilary. They deal with endless interruptions, but each time I show my face, they smile patiently and offer assistance. They deal with new committees almost every year and hope that we will find our feet quickly and don't find too many new ways to increase their workload. Peter or Mandy are at every meeting and we thank you for that. I appreciate that this school is your workplace and that you share it with volunteers.

Items funded this year:

Leaf Muncher for school maintenance

Reading Recovery books and class readers

Shade structure on the oval

Class Mats

Yr 3 table

Mothers Day and Fathers Day crafts

Pre-Primary Puzzles

Sports Tracker App

NAIDOC refreshments

# Principal Report 2016

I would like to thank staff, students and parents for the support you have given to the school and myself this year. The school community is blessed to have such caring and amazing people participate in school life. The staff give their all and are very dedicated to ensuring the students are well cared for and the school runs smoothly. Our children are amazing and demonstrate so much talent over a wide variety of areas.

The community spirit demonstrated by all members of the school is shown through sporting events and support of school functions. The students actively participated in the school's swimming and athletics carnival as well as inter-school swimming, athletics and Lightning Carnivals. The children always gave their best in every sporting event and were impressive in their humility in winning. The students gave up their own time to practice then participate in the Optiminds competition against other schools from the Hedland region. Students also competed in a science competition where they had to design and build a bridge that could hold the most weight. The support they gave to each other and to competitors from the other schools made me really proud to be the Principal here.

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I would like to thank the parents for their support of the students, staff and school. There have been many school events that have been supported by parents. We believe that parents are the main educators of their children and we are blessed to have terrific caring parents.

I would like to acknowledge the staff here. Their dedication and hard work goes beyond what is expected of them. I see staff here early in the morning and late in the afternoon preparing lessons. Everyone participates or volunteers to help in all school events. If there is a staff member away their duty is quickly covered by volunteers. They do so out of pride for the school and the desire to assist the students achieve to their best. To the staff thank you for the dedication you give to the school community and for a terrific year.

The last group of people of I am so proud of is our wonderful students. They inspire the staff by their willingness to have a go and their desire to learn. I have been impressed with their behaviour and look forward to watching them grow over the years ahead.

I would like to say farewell to some of our staff members. Firstly to Alison, thank you for all you have given to the Year 1 class and the school these last two years. We will miss your quirky sense of humour.

Jen, you have been an amazing asset in the Year Three class and have made a real difference to the students there. We will all miss your smiling face.

Lastly, to Rosie – over 30 years of service at St Cecilia's, how can we replace that? You have assisted so many students to read. Your knowledge and positive demeanour will be sorely missed. Thank you and enjoy the farm.

Father John Martin is the Parish Priest and is the leader of our Parish and School. He provides unlimited support and focus to school and parish initiatives. Father John is always seen at school and is quick to chat or give advice. He, Father Tom and Father January work with our amazing Sacramental Team to ensure our children receive the best preparation they can. Father John and the Sacramental Team provide the students with quality instruction and deserve far more accolades than they receive. A huge thank you to Mandy Sheen, Jody Tait and Clair Wellbeloved for the tireless work you put into the Sacramental Team.

The School Board have been outstanding to work with this year. They have made me feel welcome and have understood when I didn't have answers. The board has a collection of talented people who ensure the school is running well. I want to thank them for their support and understanding as they have made my third year much easier than I anticipated. Thank you to Dean and Andrew who will be leaving the School Board this year. You have given the school valuable support in your role and we wish you well for the future. Dean has been associated with the board for 6 years as a general member then chairperson. Your wisdom and cool head will be a big loss.

Andrew came onto the board as a general member and began asking the questions about why was this done and how could this be done better. He has been a great asset and we wish him and his family well in Perth.

I would like to also acknowledge Lorraine who is stepping down as Board Treasurer. Lorraine has been a valuable asset and really easy to work with. Lorraine will stay on the board as a general member.

Welcome to Trevor McCrystal and Liz Peglar who have been elected onto the board. Both bring strengths that will benefit the school.

Another group of amazing people is the P&F. They constantly amaze me with the time and effort they put into raising funds and building community spirit. Their ability to get things done in an organised manner is credit to their executive committee. The P&F have been responsible for many events throughout the year and deserve a huge thank you for their efforts in supporting the school.

Thank you to Genni and Hilary who present a professional front for visitors. They help the entire St Cecilia's community and do so with joy and kindness. Hilary assists in the smooth running of the school via the front desk. As the first port of call she presents an excellent first impression of the school. Genni is a wizard with the finances, SEQTA and Maze and keeps us all on our toes. I would like to wish Hilary all the best for her year off on leave and welcome Simone Fernades into the office.

I wish to acknowledge and thank Mandy for her honesty, hard work, passion and dedication she brings to the school. Mandy has provided tremendous support to me over this year and her counsel has been very welcome. I believe we have achieved much this year and her drive and organisation has helped the year run smoothly.

I wish you all a very holy and merry Christmas and a happy new year.

God bless you all.

Peter Allen