



CATHOLIC EDUCATION  
Archdiocese of Canberra & Goulburn

# Annual School Report to the Community 2016



## St Joseph's School Adelong

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### **Principal**

Mr Mark Birks

## Section One: Message from Key Groups in our Community

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### Principal's Message

St Joseph's Adelong prides itself on being a school that welcomes all and to actively live out our school's Vision Statement to be God's hands at home, at school and in our world. 2016 saw the school grow again and this has been pleasing for the whole community, showing the wider Adelong community's confidence in the school.

During the year, our school staff worked hard to develop the teaching of Literacy in Literacy Blocks and Inquiry Learning to teach Literacy. This development has had a tremendous impact on the students, seeing an increased love of literacy and an improvement in Literacy skills. The introduction of BYOD in the Primary class has been a tremendous innovation to the ICT at St Joseph's. This program has seen the integration of ICT taken to a new level, where student are actively engaged in their learning and presentation of work.

Throughout the year we have seen great numbers of parents take the opportunity to engage with their children in their learning through the Open Classrooms visits and Parent/Teacher conferences. These opportunities allowed parents and students to have meaningful conversations about student learning.

### Parent Body Message

2016 has been another productive year for St Joseph's community council. The main items that were purchased by the community council were the new shade sails over the playground equipment, contributing to teacher and classroom resources and again providing valuable funding to purchase more books for the classrooms.

Movies by moonlight was our biggest fundraising event with numerous other money raised at other events such as a bbq stall at the Adelong antique fair, several street stalls, catering for funerals and catering for the Western Region Cross country which was held in Adelong.

A vegetable garden was established by the Community council out of recycled tyres which has tidied up the school playground as well as now providing the opportunity for the children to become involved in harvesting some vegetables.

The community council continues to have a close working relationship with the school and we are happy that we are able to provide the school with some much needed equipment, resources and support. This should continue into 2017 with our hard working parents and their high level of involvement at St Joseph's.

### Student Body Message

St Joseph's School Adelong is a great school in a small town. This school is a great one because it is a Catholic school and it only has 37 kids. I enjoy going to this school and I love being the year 6 leader at this school. I love having to do all the school leader roles like having to do all the fundraising ideas and having to help out around the school. I also like to do all the canteen jobs like helping out on a Friday.

## Section Two: School Features

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St Joseph's School is a Catholic systemic Co-educational School located in Adelong.

St Joseph's is a small school with 37 enrolments situated in the historic gold mining town of Adelong. Adelong has a population of approximately 800 people and is a small rural farming community.

St Joseph's has two classes: an Infants and a Primary, with the Infants class being split for Numeracy and Literacy three days a week.

St Joseph's prides itself on being an inclusive community where everyone is most welcome. St Joseph's caters for individual needs and through Inquiry based learning has ensured a high level of engagement from all of the children.

Literacy has been a continuing focus for St Joseph's throughout 2016 and staff have consolidated their learning and beliefs from 2015. The addition of quality literature in every classroom has allowed teachers to plan quality lessons and programs that allows the children to access rich resources that supports their love of reading and literature.

The school introduced BYOD - Bring your own device for the Primary classroom. All children in the Primary classroom bought a range of different devices to school and have shown their natural ability to take on new skills and implement technology into their learning every day. This has also enabled the children to demonstrate their understanding of concepts in new and creative ways. Professional learning was also completed in this area so that staff were up to date with the latest programs and practices that compliment the BYOD policy.

The school purchased a set of five chrome books that are in classrooms as back up devices when individuals do not have theirs, but also to enable the children to use google classrooms and google drives more readily.

St Joseph's acknowledges the work of the sisters of St Joseph's who founded the school in 1884 and St Joseph's staff carry on the Catholic tradition of education in the rural setting of Adelong.

## Section Three: Catholic Identity and Faith Formation

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Our school follows the Archdiocesan Religious Education Curriculum, *Treasures New and Old*.

### Religious Life & Religious Education

St Joseph's Adelong is guided by our school vision and mission statement that has St Joseph at the centre. Being the hands of St Joseph at home, school and in our world means that all of the students are doing the work of Jesus with their hands - spreading the Good News, being the best that they can be in all areas of school life - academically, socially, spiritually, emotionally and physically. St Joseph, and the way he lived his life, is an exemplary role model

for all students. His many positive attributes such as patience, guidance and tolerance are qualities that are present and encouraged in all students. The school is part of the St James parish Adelong,

In 2016 the staff participated in staff spirituality that combined with staff from Batlow and Tumut. McAuley hosted the day that focused on Mercy - with 2016 being the year of Mercy. Patrick McGrath facilitated the day and staff gained a deeper scriptural knowledge of the meaning of mercy, which is very relevant for all educators.

The sacramental program at St Joseph's is parish based and supported by the school through the Treasures

New and Old units. This year staff continued to implement the new units that incorporated inquiry based learning.

There is parental involvement in school masses and liturgies as well as weekly Parish masses. The children are active participants in all school masses. The children pray on a daily basis, with morning assembly being a time when the whole school participates in the school prayer. Staff have weekly prayer that is lead by a different staff member each week.

The children again donated money to Caritas through the sale of ice blocks at the canteen. St Joseph's organised the Christmas ecumenical service held in our church and Adelong Public school joined us for the celebration. The school

participates in a Christmas mass where students generously donate to St Vincent de Paul, giving much needed food and gifts for those less fortunate at Christmas time. The Year 6 leaders chose to hold fundraising events for their nominated charities a crazy hair day and a water day. Both days were lot's of fun for all of the school with all monies raised going to Can Assist and Ronald McDonald House.

## Section Four: Student Profile

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### Student Enrolment

The School caters for students in Kindergarten to Year 6. Students attending this School come from a variety of backgrounds and nationalities. The following information describes the student profile for 2016:

Girls	Boys	LBOTE*	Total Students
11	24	0	35

\* Language Background Other than English

### Enrolment Policy

The Archdiocese of Canberra and Goulburn has established an *Enrolment Policy for Catholic Schools*. The Catholic Education Office monitors the implementation of this policy. The policy has been developed in the context of government and system requirements.

Information about enrolling in a Catholic school in the Archdiocese of Canberra and Goulburn may be accessed at the Catholic Education Office website.

### Student Attendance Rates

The average student attendance rate for 2016 was 90.15%. Attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group	
Kindergarten	93%
Year 1	92%
Year 2	90%
Year 3	91%
Year 4	86%
Year 5	93%
Year 6	87%

### Managing Student Non-attendance

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

School staff, under the Principal's leadership, support the regular attendance of students by:

- providing a caring teaching and learning environment which fosters students' sense of wellbeing and belonging to the School community;
- maintaining accurate records of student attendance;

- recognising and rewarding excellent and improved student attendance;
- implementing programs and practices to address attendance issues when they arise.

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

- parents and students are regularly informed of attendance requirements and the consequences of unsatisfactory attendance;
- all cases of unsatisfactory attendance and part or full day absences from school are investigated promptly and that appropriate intervention strategies are implemented;
- documented plans are developed to address the needs of students whose attendance is identified as being of concern;
- the Catholic Education Office designated School Services Officer is provided with regular information about students for whom chronic non-attendance is an issue and for whom School strategies have failed to restore regular attendance.

## Section Five: Staffing Profile

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The following information describes the staffing profile for 2016:

Total Teaching Staff*	Total Non-Teaching Staff	Combined Total
5	3	8

\* This number includes 3 full-time teachers and 2 part-time teachers.

Percentage of staff who are Indigenous	0%
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### Professional Learning

In 2016 St Joseph's staff participated in Professional Learning that included:

- T4C - technology for classrooms facilitated by Shawn Rudolph CE
- COSA days (2 per term) Literacy focus, facilitated by Katie Smith CE
- Kaye Lowe - adjunct professor - Literacy blocks, 2 visits per semester, including a Parent session on Reading and writing
- Spirituality Day - The year of Mercy - facilitated by Patrick McGrath CE
- Geography syllabus,

Individual staff also participated in Professional learning days that included Literacy and Numeracy contact days, Schools for all contact days and Online autism course.

### Teacher Qualifications

All teachers are qualified as required by the relevant authorities.

## Section Six: Academic Profile

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Students in Years 3 and 5 sat the National Assessment Program - Literacy and Numeracy (NAPLAN) in May this year. NAPLAN assessment results provide valuable information about student achievements in Literacy and Numeracy. An analysis of these results assists school planning and is used to support teaching and learning programs. NAPLAN assessment results provide valuable information about student achievements in Literacy and Numeracy. As we have a small cohort in Year 3 and Year 5, the results cannot be published due to privacy reasons. The school looks carefully at the results of each student and is able to adjust the school teaching programs accordingly once the NAPLAN results are analysed.



## Section Seven: School Review and Improvement

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Each year, the School develops an Annual Improvement Plan indicating the intended key improvements for student learning outcomes. The plan is drawn from the School's Strategic Plan and informed by the Internal School Review process. The School engages in an annual evidence-based evaluation of its effectiveness against these external standards in collaboration with the Regional Consultant.

### Key Improvements Achieved in 2016

In 2016 the key improvements were related to St Joseph's professional goals and plans. Improvements were seen in student achievement and engagement in the daily literacy blocks. A focus throughout the year was developing our pedagogy and classroom practices to ensure that literacy blocks were meeting students individual needs. Through the COSA process staff changed their programming techniques to incorporate best practice into their classrooms. Students enthusiasm for literacy and in particular for reading was extremely positive. The introduction of BYOD for the Primary class meant an upskilling of staff and students on their ICT skills. The implementation of classroom tasks that incorporate technology into the children's learning saw great results.

### Priority Key Improvements for 2017

As a Phase Two Literacy and Numeracy Action Plan school our key improvements focus on student achievement in Literacy and Numeracy. Our three improvement goals for 2017 are

- To initiate student well-being programs that recognise the importance of whole school well-being to school improvement and student achievement.
- To develop coherent and sequenced plans for curriculum delivery that meets the needs of the school's current teaching practices and syllabus documents.
- To develop a set of Agreed Practices for literacy and numeracy that focus on student development and improvement.

## Section Eight: School Policies

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### Student Welfare Policy

St Joseph's believes that children should be recognised for their positive behaviour.

A positive reward system that is based on our school's vision and mission statement - being the Hands of St Joseph. The children are rewarded for their positive relationships with others, their learning, their connections with the world and their God. In the classroom teachers use positive reinforcement and each class has their own positive reward system. St Joseph's has their own Pastoral Care and Discipline policy which sets out the guidelines for the school. It is based on: every child has the right to a safe and secure environment, every child has the right to feel valued and respected, every child has the right to learn.

St Joseph's child protection policy follows the Catholic Education Office's guidelines for Mandatory reporting.

Corporal punishment is expressly prohibited in this school. In addition we do not sanction the administering of corporal punishment by non-school persons to enforce discipline at our school.

The full text of the School's Student Welfare Policy may be accessed on the School's website or at the Administration office.

### Complaints and Grievances Resolution Policy

The Archdiocese of Canberra & Goulburn Catholic Education Office has established a *Complaints Policy* which is implemented by our school and all systemic schools in the Archdiocese. The rationale for the policy is that within the reality of the schooling experience, it is recognised that, from time to time, misunderstandings and differences of opinion will occur, and that these need to be resolved satisfactorily. Addressing such matters within a framework of dignity, respect and truth can provide powerful opportunities to model the love of Christ in the reality of our contemporary world. The Catholic Education Office (CEO) monitors the implementation of this policy.

The full text of the *Complaints Policy* may be accessed on the Catholic Education website at <https://cg.catholic.edu.au>.

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The full text of the Complaints Policy may be accessed on the Catholic Education website. St Joseph's follows the Catholic Education Complaints and Grievances Resolution policy as listed on the Catholic Education website and the St Joseph's policy is available from the front office.

These policies allow any party to resolve any concerns in a supportive and conciliatory environment. All concerns are encouraged to be dealt with in a timely manner and to be fair and confidential.

## Section Nine: Community Satisfaction

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The opinions and ideas of parents, students and teachers are valued and sought. Their suggestions are incorporated into planning for and achieving improved outcomes for students. This year, the School has used a variety of processes to gain information about the level of satisfaction with the School from parents, students and teachers.

### Parent Satisfaction

Parents at St Joseph's comment on the positive behaviour of our students and their relationships with one another. Our parent community is hard working and continually put their hands up to help out at all fundraising events - such as Movies by moonlight, street stalls, canteen and at school events and carnivals.

Majority of parents feel that all staff are very approachable and that if they have any concerns or questions that teachers are more than happy to meet with them.

For a small community we have close to maximum participation at Parent/teacher interviews, information sessions, community council meetings which shows the dedication and interest that our parents have in their children's education. Our parents mow the lawns, participate in working bees, bake goods for Friday canteen and are always willing to help out in anyway that they can.

### Student Satisfaction

The 35 students at St Joseph's enjoy coming to school on a daily basis. The children are active country kids that love using all of the playground and participating in what ever game is happening on the oval - soccer, red rover, touch football or cricket. In 2016 all children have enjoyed using technology in their classrooms and using different mediums to present what they have learnt and know. Students liked their excursion to Canberra to the AIS and to view the show 'Theres a hippopotamus on my roof eating cake". The end of year reward day to the Adelong pool was also a favourite amongst the children. The extra responsibilities that our leaders have allows the older children to have a sense of maturity and a close working relationship with both staff and students. The Primary students have a natural 'buddy' relationship with the Infants and they are always showing care and concern for others.

### Teacher Satisfaction

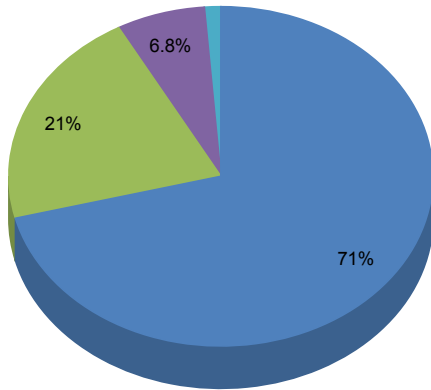
Staff at St Joseph's Adelong enjoy being part of a small and hard working team. Often teachers take on extra responsibilities that adheres to the smooth running of the school. A close working network with the parent community is a positive aspect of the school. The opportunity to attend Professional Learning through the CE or online is appealing, so teachers can keep up to date with the latest research and practices.

Having small class sizes allows teachers to build positive relationships with all students and provide a positive learning environment.

Staff enjoy the support and networks that are in place in our local area combining with Batlow and Tumut on many occasions. The biggest plus for working in a small school is the relationships and sense of community among colleagues.

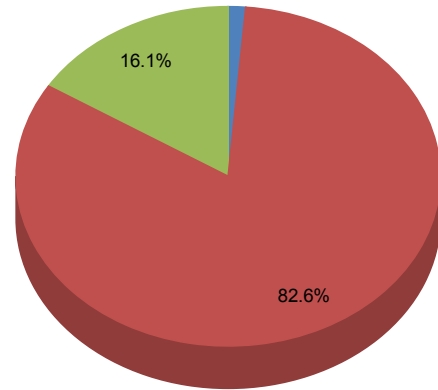
## Section Ten: Financial Statement

Income



- Commonwealth Recurrent Grants (71%)
- Government Capital Grants (0%)
- State Recurrent Grants (21%)
- Fees and Private Income (6.8%)
- Other Capital Income (1.2%)

Expenditure



- Capital Expenditure (1.3%)
- Salaries and Related Expenses (82.6%)
- Non-Salary Expenses (16.1%)

RECURRENT and CAPITAL INCOME	
Commonwealth Recurrent Grants <sup>1</sup>	\$558,527
Government Capital Grants <sup>2</sup>	\$0
State Recurrent Grants <sup>3</sup>	\$164,923
Fees and Private Income <sup>4</sup>	\$53,188
Other Capital Income <sup>5</sup>	\$9,787
<b>Total Income</b>	<b>\$786,425</b>

RECURRENT and CAPITAL EXPENDITURE	
Capital Expenditure <sup>6</sup>	\$9,787
Salaries and Related Expenses <sup>7</sup>	\$609,803
Non-Salary Expenses <sup>8</sup>	\$118,720
<b>Total Expenditure</b>	<b>\$738,310</b>

### Notes

1. Commonwealth Recurrent Grants includes recurrent per capita grants and special purpose grants.
2. Government Capital Grants includes all capital grants received from the Commonwealth and State Governments.
3. State Recurrent Grants includes recurrent grants per capita, special purpose grants and interest subsidy grants.

4. Fees and Private Income include Archdiocesan and school based fees, excursions and other private income.
5. Other Capital Income includes building levy fees and capital donations used to fund Capital Expenditure.
6. Capital Expenditure includes expenditure on School Buildings, and Furniture and Equipment.
7. Salaries and Related Expenditure includes all salaries, allowances and related expenses such as superannuation and workers compensation insurance.
8. Non-Salary Expenses include all other Non-Salary Recurrent Expenditure covering resources, administration, operational expenses, utilities, repairs and maintenance.