

2020 Annual Report

Primary



2020 Annual Report



About this Report

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

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

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

This report complements and is supplementary to **St Joseph's Primary School** newsletters and other forms of communication. Further information about **St Joseph's Primary School** may be obtained by contacting the school directly or by visiting the school's [website](#).

2020 Annual Report

Section 1: Message from Key Groups in Our School Community

Message from the Principal

This was an unusual and unprecedented year. For the first time in the history of the school, due to the global COVID-19 pandemic, students undertook their learning at home from March 24 to May 22. This decision was made in the interests of keeping the school community safe.

The move to home learning was a mammoth task for staff. The decision meant that with just a few days' notice, each teacher quickly adapted to new digital platforms so they could continue to provide learning tasks for their students. It also meant long hours preparing individualised learning packs for each child.

I was so proud of the staff. Their sole focus was on how to ensure that learning continued for each student. Their teamwork and collaboration was simply outstanding.

The feedback from parents and carers was very positive. Families could see the work put in by staff. They expressed their gratitude about the seamless transition to home learning. On behalf of all the children in the school, I say thank you to each and every member of the St Joseph's team, for this achievement and for your tireless dedication to student learning, day in and day out.

I would also like to thank the school's families. I know that for many it was challenging to adapt work arrangements, when your children were learning at home, but this was in the best interests of the most vulnerable in the community.

Due to COVID-19 protocols, the community was prevented from participating in the celebration of the Mass for much of the year. The absence of school and class masses was keenly felt as was the opportunity to gather in faith as a community. However, Religious Education lessons continued, engaging students in the opportunity to deepen their faith. Year 3 students received the sacrament of reconciliation and Year 4 students received their first Holy Communion. The school was fortunate that Bishop Mark Edwards was able to confer confirmation upon Year 6 students.

I would like to mention the St Joseph's School Council. The members of the School Council represent the families of St Joseph's. I thank Angelo Piccolo, St Joseph's School Council Chairperson for his leadership and the St Joseph's School Council for sharing their wisdom. P&F fundraising was put on hold in 2020. I thank Rosanna Bruno for chairing this committee and for securing the grant which will assist in the replacement of the damaged shade sail on the primary oval.

Throughout the year, Father Anthony and Father Tony were role models of faith to us all. They supported us with care and gentleness and we give thanks for their presence in our lives. We wish Father Tony all the best for his move to the Narrandera parish.

2020 Annual Report

At the end of 2020 we said farewell to the following staff: Mrs Cronk, Miss Dally, Mrs Hillier, Mrs McCrohon and Mr Morris. We wish them well in their new ventures.

Miss Reneker and Mrs Butterfield will not be with us in 2021. We look forward to them rejoining our team in 2022.

As we prepare to embark on the next chapter of life at St Joseph's, the future is bright. Enrolments are up in Kinder for 2021, with 23 new families making St Joseph's their school of choice. This bodes well for the future of our school.

Mary Jane Simms
Principal

Message from the Parent Body

This has been an unprecedented year. Most of the events that would normally have been held were not possible due to the global pandemic. Due to COVID-19 protocols, several weeks in Terms 1 and 2, required students to learn from home. Congratulations to the staff for their ability to move the students to the home learning environment within the space of a few days and to sustain this over the ensuing weeks. The School Council would like to thank MaryJane and the teachers for the work that went into making this possible:

- Additional daily cleaning routines were put in place for the protection of staff and students and still today, only staff and students have been permitted on the school site.
- This year began with works completed in the grounds, with the paving project completed before the school year commenced. The project was funded by Catholic Education Diocese Wagga Wagga (CEDWW) at a cost of \$124,000. CEDWW funded the Antonio Roof repairs totalling \$60,000.
- An enthusiastic band of parents created new play areas including new sand pits. Special thanks to Fiona Morris for her leadership of this project.
- Due to the pandemic, for the protection of families, P&F fundraising was put on hold.
- The school year was marred by five break-ins over five weeks. A subsequent arrest was made. An alarm system was installed costing \$11,600, which will hopefully prevent further break ins.
- I would like to say that I do feel privileged to Chair the School Council and thank the other members of the council for their efforts. I also thank the teachers and particularly MaryJane for her continued support and extra effort that she puts in week after week for the school.

Angelo Piccolo
School Council Chairperson 2020

2020 Annual Report

Message from the Student Body

We made it through our primary school years! What an achievement! As 2020 school captains of this awesome school, St Joey's ,we would like to say a huge congratulations to all of Year Six, as we led our school together.

Due to COVID-19 we haven't been able to participate in all the sporting events we enjoy. During home learning, we were being taught how to work independently, but the teachers were still there for us when we needed assistance and we needed a lot of assisting! Home learning was new to us all, but we made it through that as well, happy to be back together at school again.

With the teachers' support we have become respectful, kind, grateful and safe people who are ready to learn and ready for any hard times and great times, which will come in life. They have taught us all we could have hoped for. This year our class received the sacrament of confirmation. We even met Bishop Mark which was a phenomenal experience! He was a bit scary to start off with, but he was really engaging and used his eye contact to perfection. When Bishop Mark sealed us with the gifts and fruits of the Holy Spirit, when he anointed us with the chrism oil and when we said I do to our baptismal promises, it was extraordinary. We all felt it.

Goodluck to all 2021 Year 6 leaders. Remember to always be an upstander, to show kindness and respect through your words and actions. Just go do what you need to do, be fair and give everything a 100 percent effort. Take it from us, It will definitely be worth it! And graduate in grand style, just like us; the fabulous graduating class of 2020.

Tyra James & Cooper Jones
School Captains

2020 Annual Report

Section 2: School Features/Context

St Joseph's Primary School, Leeton is a Catholic co-educational primary school situated in the Riverina district of New South Wales. The 2020 student population was 235. Families at St Joseph's come from a wide range of cultural heritages including Italian, Filipino, Samoan, Chinese, Indian, Pakistani and South African. Students are encouraged to develop their relationship with God through participation in prayer, liturgy, social justice and positive relationships. A professional and dedicated staff supports the students. Learning experiences are enhanced by technology. Students are at the centre of everything at St Joseph's Primary School. Religious Education and celebrations are important in the life of our school. Students and staff assemble each Friday afternoon for acknowledgement of country, prayer, awards, celebration of achievements and the national anthem. We celebrate major liturgical feasts and seasons of the church with Mass. The spiritual life of our students and their pride in themselves and our school, are celebrated at every opportunity.

2020 Annual Report

Section 3: Student Profile

The school caters for co-educational Kindergarten to Year 6 students. The following information describes the student profile for 2020:

Girls	Boys	LBOTE*	Indigenous	Total
112	123	40	16	235

*Language background other than English

1. Enrolment Policy

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

Copies of this policy and other policies in the report may be obtained from the Catholic Education Diocese, Wagga Wagga website or by contacting the Catholic Education Diocese, Wagga Wagga or by contacting the school directly. [\(Link to CEDWW Webpage\)](#)

2. Student Attendance and Retention Rates

Year	Attendance %
Kinder	96
Year 1	94
Year 2	94
Year 3	95
Year 4	94
Year 5	94
Year 6	95

The average student attendance rate for 2020 was 94%.

2020 Annual Report

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

St Joseph's Primary 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 the appropriate intervention strategies are implemented.
- Documented plans are developed to address the needs of students whose attendance is identified as being of concern.
- The Director of Catholic Education Diocese, Wagga Wagga or designated Catholic Education Diocese, Wagga Wagga officer is provided with regular information about students for whom chronic non-attendance is an issue and for whom school strategies have failed to restore regular attendance.

2020 Annual Report

Section 4: Staffing Profile

There are a total of 21 teachers and 9 support staff at St Joseph's Ieeton. This includes 13 full-time and 8 part-time teachers.

Teacher Accreditation Status

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

Teacher Accreditation Status	Number of Teachers
Conditional/Provisional	4
Proficient	17
Percentage of staff who are indigenous	6%

Professional Learning

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

St Joseph's has held the equivalent of six staff development days this year with areas of focus as follows:

- Spirituality
- Building Capacity in Teaching Mathematics
- Tracking Student Achievement in Writing
- Teaching and Assessing in English to lift student achievement

2020 Annual Report

Section 5: Catholic Life and Religious Education

Catholic Schools have a unique role in the evangelising and educating mission of the Church. St Joseph's Primary School, Leeton follows the Wagga Wagga Diocesan Religious Education curriculum, *Sharing Our Story*.

Catholic Heritage

As well as a rich liturgical life, the school celebrates its Catholic heritage and life with rich symbolism. A crucifix is attached to each classroom space, along with staff spaces and offices, to remind the school of the focal point of Christian beliefs. Every class has a prayer space where staff and students gather to pray and hear the word of God. The cloth covering the prayer table reflects the liturgical colour of the Church's year. We are encouraged to be faith filled people, being Jesus to all those we meet.

Liturgical Life of the School

Regular liturgical celebrations are the cornerstone of Catholic life at St Joseph's. One class attends the Friday Parish Mass each week and the whole school comes together at least once a month and on special feast days to celebrate Mass. The parish priest visits classes once a week and links their instruction to the student's current learning in Religious Education. Many of these celebrations were postponed due to COVID-19 restrictions.

Classes pray regularly through the course of the day. Time for prayer is tailored to match the age of each class, so that it is joy filled and meaningful. Each class nominated a time each day to pause and say the Angelus. The prayer was modified for K-4 to allow students to participate fully in this prayer. Years 5 and 6 pray the traditional Angelus. Staff come together for prayer at the end of recess each day, as well as once a week on a Wednesday before school.

Preparation for the sacraments of confirmation, reconciliation and first Communion are a focus each year, with the whole school celebrating these occasions. Students participate in formation activities in a Confirmation and First Holy Communion Retreat. Due to COVID-19, the sacraments were all celebrated in Term 4 with reduced numbers in the church to meet social distancing requirements.

Staff and Student Faith Formation

Each year, staff take part in faith formation by attending staff meetings and professional development and spirituality days. This year, Spirituality Day was led by Vincent Powell, Paul Chigwidden, Aunty Mary Atkinson and Karen Gardiner. The focus of the day was on People of Reconciliation, where the staff of St Joseph's deepened their knowledge and understanding of Aboriginal culture through 'Hidden Histories/Crossing Cultures' modules and opportunities to explore and investigate the meaning of Reconciliation.

2020 Annual Report

Social Justice

St Joseph's supports the work of Caritas and Catholic Mission through the study of their work, fundraising for Project Compassion during Lent and Catholic Mission during the Mission month of October, with a special focus on the annual Mission Day during this month. In addition, the school sponsors a child from St Jude's School, Tanzania, paying for his education and the wages of his teacher.

Professional Learning in Catholic Life and Mission

Catholic Education Diocese of Wagga Wagga has established a policy on the [Professional Requirements for the Accreditation of Teachers of Religious Education](#) which is implemented by all systemic schools in the Diocese.

As part of the whole school focus on improving relationships, St Joseph's continued the development of the Positive Behaviours for Learning policy, guided by Prue Horan, which is centred around Restorative Practice. This collaborative approach saw a continued improvement in the behaviour of the majority of students and positive interactions between staff, students and their peers.

At the end of 2019, following a whole staff survey, it was determined that there would be a focus on developing the prayer life within the school. Throughout the course of 2020, a significant proportion of time was spent learning about different kinds of prayer and the ways in which prayer could be integrated into the classroom culture. Due to COVID-19, there was an interruption to the professional learning schedule, which meant that some face to face professional learning was delivered in an online format. Due to this interruption, some modules for professional learning were rolled over to the 2021 calendar year.

2020 Annual Report

Section 6: Curriculum

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

St Joseph's Primary School provides the opportunity for students to participate in a wide range of activities that enhance the education experience for them. Included in these is the opportunity to receive tuition in a range of musical instruments. All students are immersed in the Italian language, with a specialist teacher, Ms Lizbeth Quarisa-Tynan. Students have the option of taking part in University of NSW Tests for Maths, Science, Computing, Spelling and Reading.

Based on need, children are selected to be supported in their learning through the provision of assistance in Stage 3 Numeracy and Literacy through Quicksmart Literacy and Numeracy. In Stage 1 children have access to Reading Recovery, a dedicated twenty week programme, with one on one tutoring to help children who have not yet mastered reading and writing benchmarks.

An Instructional Maths coach works with staff to build capacity in the teaching of Mathematics and to work with students requiring additional support. The school prides itself on delivering to students, programmes that meet their individual learning needs and goals through differentiated lessons.

2020 Annual Report

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

The National Assessment Program - Literacy and Numeracy (NAPLAN) is an annual assessment for students in Years 3, 5, 7 and 9. NAPLAN assessment results provide valuable information about student achievements in literacy and numeracy. An analysis of these results assists College planning and is used to support teaching and learning programs.

Due to the COVID-19 pandemic, NAPLAN testing was not carried out in Australian schools during 2020.

2020 Annual Report

Section 8: Pastoral Care and Well Being

St. Joseph's Primary School Leeton Student Wellbeing Framework

At St Joseph's Primary School, the teachings of Jesus are at the very centre of core beliefs. The school aims to create a positive environment through living the Gospel. Pastoral Care and the manner in which one another are treated, is modelled on Christ's love and is the active expression of care and concern for each community member.

Building of positive relationships is the responsibility of the whole school community. It embraces a network of relationships among students, teachers, parents and the wider community. The Wellbeing Policy and practices are an intentional response to the needs of the members of the school.

To meet these needs St Joseph's Primary School:

- Employs holistic efforts towards becoming a deeply reverent community.
- Actively promotes dignity for all.
- Maintains a strong and proactive stance against bullying.
- Models leadership as influence, not as 'power-over'.
- Engages in honest, open and transactional communication.
- Provides a high level of support to each staff member and student
- Maintains high performance expectations for self and others.
- Establishes school norms that support academic excellence and maximises student strengths.
- Deals with student conflicts constructively and peacefully.
- Bases student discipline on teachable moments and meaningful growth opportunities (Source: '*Children's perspective — an Australian study*')

All policies, including Wellbeing, Pastoral Care, Awards of Excellence, Anti-Bullying, Behaviour Management, the Positive Behaviours for Learning process, Discipline Procedures and Suspension, Expulsion and Exclusion Procedures are available on the [St Joseph's, Leeton Website](#).

The creation and maintenance of positive relationships is the responsibility of the whole school community. A network of relationships among students, teachers, parents and the wider community is embraced.

Pastoral care practices were created as an intentional response to the needs of the members of the school. St Joseph's Wellbeing Committee consists of the Principal or delegate, school counsellor and Religious Education Coordinator. The committee meets weekly to discuss students who require particular care and to put into place actions to meet their needs.

The Wellbeing and Pastoral Care policy is available on the [St Joseph's, Leeton Website](#).

2020 Annual Report

Discipline Policy

St Joseph's Primary School is a Positive Behaviours For Learning School. Every child maintains the right to learn without distraction. As such, learning focused behaviours are celebrated and support and strategies are provided to students who may be finding it difficult to consistently focus on their learning.

The school's Positive Behaviours for Learning process is built upon the foundations of choosing learning, respect, kindness and gratitude. These foundational values embed in each child the importance of ensuring that their behaviours and actions provide all peers with the best opportunity to learn.

St Joseph's Primary School's Behaviour Management Policy, including the Positive Behaviours for Learning process is available on the [St Joseph's, Leeton Website](#).

Anti-Bullying Policy

Bullying is unacceptable and St Joseph's maintains a strong stance against bullying. At St Joseph's, all students take part in anti-bullying lessons as part of the curriculum. Students are provided with the language and strategies to stop bullying if they witness it and ways to seek help if they experience bullying. National Anti-bullying day is celebrated each year at St Joseph's in order to maintain a high profile of the rights of each student.

St Joseph's Primary School's Anti-Bullying Policy, Behaviour Management, the Positive Behaviours for Learning process and Discipline Procedures are available on the [St Joseph's, Leeton Website](#).

Initiatives Promoting Respect and Responsibility

St Joseph's Primary School provides students with opportunities to practise leadership. Students value the opportunity to take on additional roles. This is an important element in developing responsibility, while at the same time, there is an onus upon others to show respect for those who lead.

Each year, staff and students elect school and sporting house captains. These students take on additional responsibilities, such as leading school assemblies. All Year 6 students undertake leadership workshops and each of them lead committees to serve the school.

The Student Representative Council includes an elected student from each class and giving young students their first experience in handling responsibility.

Complaints and Grievances Resolution Policy

Catholic Education Diocese, Wagga Wagga has established a Complaints and Suggestions Policy which is implemented by all schools in the diocese.

The implementation of this policy is monitored by the Catholic Education Diocese, Wagga Wagga.

2020 Annual Report

Workplace Health and Safety

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

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

Catholic Schools in the Diocese of Wagga Wagga are committed to a safe and supportive environment. The principles, guidelines and procedures set out in the policy documents CEDWW of Pastoral Care, Student Well Being, Bullying and Harassment are the framework for school leaders, students, staff, parents and the wider community to develop a safe and supportive environment. The Diocesan Complaints Handling Procedure forms an important element in the diocese's commitment to ensuring safe and supportive environments for school communities. No changes were made to these diocesan documents in 2020.

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

Access to all policies and guidelines can be obtained by contacting the School Office.

Section 9: School Review and Improvement

Each year St Joseph's Primary School Leeton develops an Annual Improvement Plan (AIP) which identifies key priority areas for the given year. The plan is drawn from the Catholic Education Diocese of Wagga Wagga Annual Improvement Plan.

Professional Learning

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

As part of ongoing upskilling of staff, the following Professional Learning took place:

- **Professional Development with Lyn Sharratt**

- A lead team took part in professional development days via Zoom with acclaimed educator Lyn Sharratt. The purpose of these workshops was to focus on and further develop key areas to drive school improvement.

2020 Annual Report

- **Mathematics**

- Building capacity of staff in the teaching of Mathematics. All staff worked with the Targeted Mathematics Teacher to refine their skills and optimise the learning of each student.

- **Student Wellbeing**

- A major focus across the school continues to be student wellbeing. Staff training in 'Kids Matter' further developed St Joseph's Primary School as a positive, welcoming place where every student feels safe, happy, and knows that they are valued. This is the essential foundation for learning.

Other professional learning included:

- CPR
- Staff Wellbeing
- Anaphylaxis training
- Teacher Accreditation
- Regular Stage and Staff meetings dedicated to Case Management (discussing at risk students)
- Staff Spirituality

[St Joseph's Leeton 2020 Annual Improvement Plan](#)

ACHIEVEMENT OF THE 2020 ANNUAL IMPROVEMENT GOALS

St Joseph's achieved many of the goals in the priority areas of the St Joseph's Primary School Annual Improvement Plan (AIP). This was despite the year being disrupted by the maintaining a safe school environment during the global COVID-19 pandemic.

Following the commencement of the pandemic, focus areas of the AIP were evaluated, prioritised and revised. Improvement areas which were not deemed as the highest priority and were not achieved in 2020 have been in the AIP. Some of these focuses, such as creating an agreed practice in English and upskilling staff in enabling and extending prompts in Maths, have been included in the 2021 AIP.

Priority Key Improvements for 2021

Priority areas for 2021 can be found in the 2021 Annual Improvement Plan (click on the link below)

[2021 Annual Improvement Plan](#)

2020 Annual Report

Section 10: Parent, Student and Teacher Satisfaction Parent Participation

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

Parent Satisfaction

Highly Satisfied	Satisfied	Dissatisfied
50%	43%	7%

Student Satisfaction

Highly Satisfied	Satisfied	Dissatisfied
54%	38%	8%

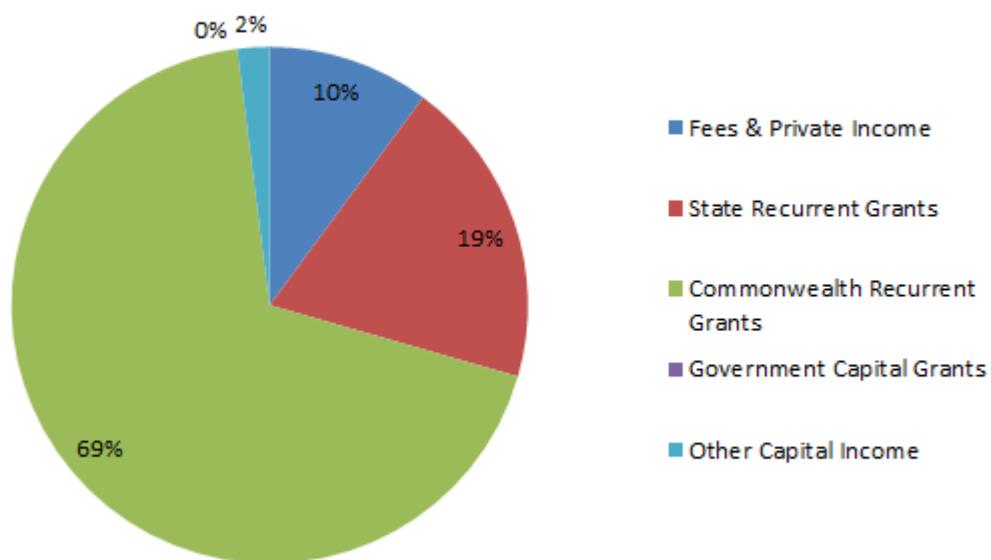
Teacher Satisfaction

Highly Satisfied	Satisfied	Dissatisfied
60%	40%	0%

2020 Annual Report

Financial Report

School Income



School Expenses

