## SCHOOL CONTACT INFORMATION

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<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>31 Queen St Bombala NSW 2632</td>
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<tr>
<td><strong>Principal:</strong></td>
<td>Miss Kim Crannis</td>
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<tr>
<td><strong>Parish Priest / School Chaplain:</strong></td>
<td>Fr Paul Huthnance</td>
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<tr>
<td><strong>School Board / Council Chair:</strong></td>
<td>Ms Emma Sellers</td>
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<td><strong>Telephone:</strong></td>
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<td><strong>Fax:</strong></td>
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<td><strong>Website:</strong></td>
<td><a href="http://www.stjbombala.nsw.edu.au">www.stjbombala.nsw.edu.au</a></td>
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This report was prepared by:

Kim Crannis

PRINCIPAL
MESSAGE FROM OUR SCHOOL COMMUNITY

Principal's Message
2013 marked the 125th anniversary of the founding of St Joseph’s and a joyous reunion allowed us to hear from those on whose shoulders we stand today. St Joseph’s performs well for a school of its size, and it is also a school that is steadily growing, enabling us to offer more benefits to our students. Whether it is in cultural areas or sporting ones, academic fields or spiritual ones, we are pleased to provide an education where children come first. We acknowledge the generous support of our parents and of our wider community as we work together to make this a Catholic school that provides our students with a rich and varied curriculum.

School Council Message
St Joseph's can not survive without significant volunteering, so for the many hours of volunteer time donated through assisting in the classroom, maintenance, canteen, cleaning, uniforms and fundraising, thank you to everyone. St Joseph's cannot survive without enrolments and with St Joseph's celebrating 125 years, the school community had the opportunity to showcase the great things being achieved in our classrooms. Thank you to everyone who helped make the reunion such a success. The School Community Council continue to seek feedback from families about the school's performance and opportunities to improve the education St Josephs can provide children in the Bombala Region.

SCHOOL FEATURES
St Joseph's Primary School is a Catholic Primary School located in Bombala. The school caters for students in Kindergarten - Year 6, and has a current enrolment of 35 students. Students attending this school come from a variety of backgrounds and nationalities consisting of 57% male and 43% female students; 0 indigenous students; and 3% with a Language Background other than English (LBOTE).

The school employs eight staff comprising five teachers and three non-teaching staff, the latter being employed in a variety of capacities including learning support assistants, clerical and bursar.

The school has maintained its enrolments this year and it is anticipated that a steady growth will continue into the future. This year the school has been able to provide a number of sporting activities, incursions and excursions for the students such as Cricket Gala Day, AFL Clinic, Rugby League Clinic and a free After School Sports Program. St Joseph’s has had numerous incursions through K-2 Fire Safety and Pet Care Programs, Questacon visit, Bullying Program with Canberra Raiders players and Leadership talk by Wayne Pearce.
Our Year 6 school leaders attended the Young Leaders’ Day in Sydney. The aim of the day is to inspire students to begin a life-long journey of leading themselves and others according to good leadership values. The conference acknowledges that children can make a positive difference in the world both now and in the future. Other excursions include being audience
members at school musicals at both Catholic and Government schools, the local bakery, the
wood mill, shearing sheds, gold excursion and heritage week excursion of the local area.
We have had a number of students represent the school in public speaking competitions
both locally and in the Southern Region of the Canberra-Goulburn Archdiocese. Students at
St Joseph's have continued to excel on the sporting field. We participate in the combined
schools swimming, cross country and athletics carnival and also in the Southern Region
carnivals. Four of the senior students went on to compete at the MacKillop Athletics carnival
in the Small Schools Relay event.

The school’s website can be found at www.stjbombala.nsw.edu.au

RELIGIOUS EDUCATION

St Joseph's Primary School follows the Archdiocesan Religious Education Curriculum,
Treasures New and Old.

The school, founded by St Mary of the Cross MacKillop, works to continue the ethos of St
Mary, and students are frequently engaged in activities that help those less fortunate in the
community. The children are encouraged to try and live by St Mary’s famous saying “Never
see a need without trying to do something about it.” The children see charity work as a way
to be the face of Jesus for others.
The school worked closely with the Parish and was involved in the first Reconciliation and
First Communion sacramental programs. Each year the school celebrates St Joseph’s and
St Mary MacKillop’s feast days. This year the students have fundraised money for charities
through a variety of activities such as a Crazy Hair Day for Cystic Fibrosis, singing and
busking to purchase items for a school in Indonesia, held an Art Show where a percentage
of the proceedings went to Caritas after the typhoon in the Philippines and the children host
a Mission Day where all proceeds from the day go to a charity that the children decide upon.
The school is also fortunate to have a fortnightly Mass that they share with some of the local
parishioners. The students are involved in the Mass by reading, the offertory procession,
altar serving and organising the hymns. Having such as regular interaction with the both the
Liturgy of the Word and the Liturgy of the Eucharist ensures their understanding of and
reverence for the Mass.

STUDENT ACHIEVEMENT - NAPLAN

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.

Due to the small cohort in Year 3 and Year 5, the results are not published. However, the
school has been able to note the significant improvement and growth for the Year 5 students
that has occurred from their previous NAPLAN results. The Year 3 results show the students
at St Joseph's are above the state and diocese in all areas of Literacy and on par with the
Archdiocese in Numeracy. The school looks carefully at the results of each student and is
able to adjust the school programs accordingly to meet the needs as determined by the testing.

SCHOOL POLICIES

Enrolment Policy
In enrolling students we are directed by the Archdiocesan Enrolment Policy which can be found on the Annual Report page of the school’s website or on the Catholic Education Office website at [http://www.ceocg.catholic.edu.au/parents/Pages/GeneralPolicies.aspx](http://www.ceocg.catholic.edu.au/parents/Pages/GeneralPolicies.aspx)

Parents who wish to enrol their children at St Joseph’s are asked to have a family interview with the Principal before the enrolment can be finalised. This interview gives the parents and the student an opportunity to take a tour of the school, get to know the Principal, class teacher and allows the student to become more familiar with their new surroundings. The interview also allows the Principal to assess the educational and social needs of the student to ensure that the school is focused on those needs from the early stages of Kindergarten.

The school also offers an Orientation Program where prospective students come to the school for four sessions with the other students. The length of time for these sessions vary from 2 hours to half days towards the end of the program. Students who are unable to come to the set session are also invited to come along individually to the school for a ‘make up’ session if the parent wishes.

Attendance Policy
The Attendance Policy outlines student enrolment procedures, register of enrolment and encourages school attendance. The school must keep a register of attendance at school of all children. This must be in a form approved by the Minister for Education, using the common code for the attendance registers of all NSW schools. It is the parents’ responsibility to ensure that a child who is of compulsory schooling age is enrolled at a school and attends the school every day when school is open for attendance and at every activity that the school requires the child to attend.

Behaviour Management Policy
This year St Joseph’s introduced a School Wide Positive Behaviour Program. This program focuses on three main rules that both the staff and students agreed upon. They are ‘Be Fair and Kind’, ‘Be Responsible’ and ‘Do my Best’. Each fortnight the school has a value belongs to one of the rules and the students try to model this value in the classroom and on the playground.

The behaviour management at St Joseph’s is coupled with the Pastoral Care Policy. It is based on a principle of rights and responsibilities so that students understand that the two go hand-in-hand. Each classroom has a list of rules set in positive terms developed by both the teacher and the students.

When a problem occurs we encourage the students to go through a process that helps the students learn to take responsibility for their actions as well as taking them through a process of making restitution to the victim. This empowers both students and begins to develop important life skills. )
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 Behaviour Management Policy is available on the school website or from the Front Office.

**Complaints and Grievances Resolution Policy**

The school policy is based on procedural fairness and recognises that parents and caregivers must have access to processes that allow them to resolve concerns in a supportive and conciliatory environment. Any concerns raised are responded to promptly and fairly and confidentiality is always maintained. A full text of the school policy is available on the school website or from the Front Office.

**PRIORITIES AND TARGETS**

In 2014, St Joseph’s will have a number of set targets and priorities to work towards.

- St Joseph’s will continue to devote significant energy to raising standards of literacy and numeracy in a way that meets the needs of every student in our school, whatever their academic ability. This will be incorporated into the School Project and the Catholic Education Office COSA project.
- Throughout the year the school will review our Vision and Mission statement to include the educational philosophies of current staff and families.
- To support the staff with the implementation of the Australian Curriculum in the areas of English and Mathematics through Professional Development, staff meetings and professional conversations.
- Encourage parents to become part of a Working Party within the School Community Council eg. Events, Uniform, Canteen, Fundraising
- Continue to promote St Joseph’s in the wider community through regular stories in the local newspaper, participate in community events such as Carols by Candlelight, Open Day and the Art Show
- The staff and the Principal will meet each term to discuss programs and set goals from the National Professional Teaching Standards.
- Continue to provide lunch time interest groups facilitated by staff or community members.
- Increase the use of Ipads for classrooms teaching and learning

**PROFESSIONAL LEARNING AND TEACHER QUALIFICATIONS**

**Professional Learning**

All teachers have been involved in professional learning during the year. These activities are designed to develop the skills and understandings of staff to improve student outcomes. Professional learning can take many forms including whole staff days, subject specific inservices, meetings and conferences.
The school held five whole staff days in 2013. The content of these days was as follows: Accreditation A/Staff Spirituality, Implementation of the Australian Curriculum, Development of Scope and Sequences for the new Australian Curriculum, Gradual Release of Responsibility.

**Teacher Qualifications**
All teachers are qualified as required by the relevant State and Territory bodies.

**TEACHER ATTENDANCE AND RETENTION**
The average teacher attendance rate during 2013 was 99%.
The teacher retention rate from 2012 to 2013 was 100%.

**STUDENT ATTENDANCE**
The average student attendance for the school during 2013 was 95%.
School attendance rates disaggregated by Year group are shown in the following table.

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<th>Attendance rates by Year group</th>
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<td>Kindergarten</td>
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<td>Year 1</td>
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**PARENT, TEACHER AND STUDENT SATISFACTION**
Ascertaining parent, teacher and student satisfaction has involved both formal and informal processes. Anecdotal evidence is particularly important as it reflects viewpoints over an extended period of time.

The wider community showed their support for the school through the increase in enrolments as a reflection of their confidence in St Joseph’s. Parents have expressed the opinion that the school is committed and enthusiastic in its approach to teaching and learning. They also report that staff are approachable and receptive to any concerns raised. A stimulating environment is provided and the school reports are informative. There is general agreement that resource levels are adequate but, as with any educational environment, there could be additional funding provided to enhance these further.

The students see the school as providing a caring environment, guided by committed and competent teachers, whereby their spiritual, academic, social and physical development is the major focus.
FINANCIAL INFORMATION

St Joseph's Bombala - Income

- Government Capital Grants: 0%
- Other Capital: 1%
- Fees and Private Income: 8%
- State Recurrent Grants: 19%
- Commonwealth Recurrent Grants: 72%

St Joseph's Bombala - Expenditure

- Non-Salary Expenses: 14%
- Capital Expenditure: 2%
- Salaries Allowances and Related Expenses: 84%