



2012

# Annual Report

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*Holy Spirit Primary School, Lavington*

## CONTACT DETAILS:

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## **The School**

The community of Lavington dates back to the 1850's and is steeped in Gold Rush and Soldier Settlement history. Holy Spirit school was established in 1970.

From humble beginnings, the school has enjoyed a steady growth in student numbers and now enjoys wonderful facilities and resources, and a student population nearing 300.

We pride ourselves on; the family atmosphere that is evident in and around our school, the strong link we enjoy with the parish, and the caring nature and professionalism of all staff.

I hope that in reading this report, you will gain a greater insight, understanding and appreciation of our school.

## **Catholic Identity**

Holy Spirit school is a part of the teaching ministry of the Church and we work in partnership with parents and the Parish Priest.

The celebration of the Sacraments, Liturgical Celebrations, and Prayer, are an essential witness and visible sign of the life of faith in our school. Children begin preparations for their First Reconciliation in Year Two, First Holy Communion in Year Three, and the Sacrament of Confirmation is celebrated on Trinity Sunday, when the children are in their final year of Primary school. It is important to note that each Sacrament has an element of parent education attached enabling them to fully support the school and their child/children during these times.

Prayer is an integral part of our daily school life. We commence and conclude each week with a whole school prayer at assembly - led by our Year 6 students who are all members of our MJR (Making Jesus Real) leadership team. Formal and informal prayer is an important feature and much respected part of daily classroom practice, as well as staff meetings. Every classroom and the staffroom, has a special prayer table featuring; religious pictures, statues, a candle and prayer book(s). Our Religious education coordinator, Mrs Maree Brosolo closely liaises with our

Parish Priest, Fr Peter Murphy, in relation to whole school Masses (enjoyed 2-3 times per term) and other faith related activities.

## **A Message from key School Bodies**

Holy Spirit School has witnessed another busy year in 2012. The school was in disarray early in the year, when building structural problems caused the closure of the Kindergarten and Stage 1 classrooms. A major reshuffle was needed to reallocate learning spaces within the school to accommodate the closure of the entire building. Thankfully, the Catholic Schools office in Wagga, agreed to provide funding to allow a total rebuild of the classrooms and the old music room area. Whilst the school has been disrupted and a little cramped during the building phase, everyone is eagerly awaiting the unveiling of a new 21st century Learning Space for the start of the 2013 school year.

A new learning space cannot operate without staff who understand the concept and can facilitate, a self-directed learning approach for students. The staff at Holy Spirit have spent a great deal of time visiting other schools who have implemented new learning technologies, and committed to an intensive professional development plan to prepare themselves for the next chapter of school life at Holy Spirit.

Parents, family and friends are integral to school life. At Holy Spirit we have a dedicated group of parents who volunteer their time in a myriad of ways to assist with the running of the school. Major events such as the swimming, athletics and cross country carnivals could not be hosted without the assistance of families. The school canteen, school council, fundraising committee, reading program and parish fete are other examples of the contribution that families make to the school. I would like to thank each and every family of our school for their continued support and enthusiasm. I believe that being involved in school life is a double positive, not only does the school benefit from the talents and skills of our families, but parents and grandparents get to know their child's school, teachers and friends and become an integral part of the learning process.

At the March AGM, the school council welcomed new members, Sten Sakkas and Donna Cederblad. The school council undertook a review of the school sports uniform during the year and after feedback from parents, resolved to update the school sports polo and shorts. A new sport polo shirt has been designed in red, green and white and the new sports short includes a red HSS logo on the leg. The council have also kept abreast of the building works in the school and plan to contribute fundraising profits towards resources for the newly refurbished classrooms.

I would like to thank Fr Murphy and Lavington parish for their continued support and pastoral guidance. It is a joy to see the children at Holy Spirit growing in their faith and school life.

Vanessa Williamson,  
Chair- Holy Spirit School Council

### **Student Outcomes in Standardised National Literacy and Numeracy Testing**

In 2012, 43 students in Year 3, and 31 students in Year 5 sat the National Assessment for Literacy and Numeracy (NAPLAN). Utilising and critically analysing data generated from this assessment tool over a number of whole staff and Stage level meetings, priority goals were identified and established for implementation in the 2013 school year. Throughout 2012, staff focussed on 'Reading' as a result of the 2011 NAPLAN results.

Results are readily available on the Myschool website.

### **Professional Learning**

In line with our School Strategic Plan, throughout 2012 staff were engaged in a number of professional learning opportunities that included: Investigating contemporary learning (J. Hattie), FSiW, FSiR, Kidsmatter, Sue Larkey (Autism), Best Start (Kindergarten), Anaphylaxis training, involvement in National Partnerships, the M.O.R.E. Project and a successful Curriculum Review for Creative Arts & Religious Education.

### **Teaching Staff**

The NSW government requires that this report detail the number of teachers in each of the following categories:

A) have teaching qualifications from a recognised higher education institution within Australia

B) have qualifications from a recognised higher education institution within Australia but no formal teacher education qualifications

C) have relevant successful teaching experience and appropriate knowledge but no formal teacher qualifications.

<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>
18	0	0	18

### **Workforce Composition**

Holy Spirit School operates 11 classrooms (Kindy to Year 6). Eleven teachers are full-time, five are part-time and there are four general assistants. 6 staff members are male, and we are very fortunate to have 6 teachers trained in Reading Recovery, one teacher Librarian, and Music teacher.

### **Student Attendance**

*Student attendance rates for each Year level and the whole school*

<b>Year</b>	<b>Attendance %</b>
Year 6	93.88%
Year 5	95.86%
Year 4	95.01%
Year 3	95.87%
Year 2	94.60%
Year 1	94.45%
Kinder	94.77%

### **Student Non-Attendance**

Attendance at school is compulsory and staff are aware that Class Rolls are legal documents, and must be marked daily in accordance with specific codes representing reasons for student absence.

It is also 'policy' that chronic non-attendance is reported to the school office for further action/follow up from the Assistant principal.

Parents are required to supply a note to the classroom teacher explaining any absence from school upon a child's return.

### Enrolment Policy

Holy Spirit school adopts and uses the enrolment policy of the Catholic Schools Office, Wagga. This policy is available on the following websites:

www.csoww.catholic.edu.au  
www.hsww.catholic.edu.au

### Characteristics of the Student Body

<b>Boys</b>	<b>Girls</b>	<b>Indig'</b>	<b>LOTE*</b>	<b>TOTAL</b>
154	136	13	16	290

*\*Language background Other Than English*

In 2012, our class structures were as follows:

2 x Kindergarten  
3 x Stage 1 (Yr 1&2)  
3 x Stage 2 (Yr 3&4)  
3 x Stage 3 (Yr 5&6)

### School Policies

#### Discipline

At Holy Spirit School, we believe Pastoral Care is a way of life. It is about creating a positive school climate through living out the Gospel.

We believe pastoral care is achieved through established relationships and the recognition of each person's sense of worth, belonging and overall well-being. Our Behavior Management is inspired by the philosophy of 'Restorative Justice'. It is a whole school commitment and approach to quality relationships. It provides us with strategies that promote inclusiveness and collaborative problem solving, while maintaining the respect and dignity of all parties concerned. At no times, under any circumstances, is 'Corporal' Punishment acceptable at our school!

#### Student Welfare

The physical and emotional well-being and safety of all children and staff are a priority at our school. We embrace the models and practices of; 'buddies', peer support, and MJR (Making Jesus Real). Our Well-Being

committee (Counsellor, Principal, Religious Coordinator, and Learning Support teacher), formed in 2011, continues to meet on a weekly basis to discuss and prioritise parent and teacher identified 'needs'. Members of the committee are trained in 'Kismatter' and all staff will complete the training components in 2013. This year our school was instrumental in the Diocesan initiative 'SWIMS'- an online information and referral program catering for students with special needs.

#### Complaints and Grievances

Our school acknowledges that at times a dispute or grievance may occur between a staff member and another party (staff member, parent...). To ensure all parties concerned are treated justly and to maintain professional and legal responsibilities and obligations, we adopt and use the procedures developed by the Catholic Schools Office, Wagga. Procedures for 'Harassment' are also adopted by the school. The objective of these procedures is to provide a process for a speedy resolution when a dispute occurs, while maintain the dignity of all parties involved.

#### Changes to School Policies

All policies, curriculum documents, teacher programs and assessment plans are in line with current methodologies. To ensure they are kept up-to-date, weekly staff meeting time is allocated to peruse, familiarise, share, discuss, and amend if necessary any and all school policies. Newly amended policies can be viewed on the school's webpage.

#### **Improvement Targets**

The main priorities identified in our Strategic Plan included; the introduction and formation of a Well-Being Committee, inservice of all staff in FSIR (First Steps in Reading), and a whole school 'shift' towards being data informed when challenging existing teaching and learning practices.

- A school Policy was developed with teacher 'proformas' for student identification and referral. A Well-Being committee was established including; the School Principal, Religious Education Coordinator, Learning support teacher, and

Centacare Counsellor. The committee meets once a week to discuss and prioritise referrals, provide feedback to teachers and engage other 'professionals' as necessary.

- As a direct result of our 2011 NAPLAN analyses, Reading was identified as an area that needed a focus. As such, all staff were inserviced in FSiR (First Steps in Reading). The 6 teaching & learning modules were undertaken during an allocated pupil free day, a number of staff meetings and a 'twilight' session (in the evening).
- A booklet summarising the meta-analyses research on student achievement by Prof. John Hattie was given to all staff. This work has been fundamental in whole school discussion and change in teaching and learning pedagogy. Staff are now working in teams to challenge existing practices and prioritise what 'works best' in the classroom. For example; Mastery Learning, quality teacher feedback, teacher-student rapport and relationship and so on. Throughout 2012, staff were involved in the new design of a learning space that would accommodate over 100 children. At the forefront of the discussion and design was 21st Century Learning and learners.

### **Initiatives Promoting Respect and Responsibility**

Holy Spirit School embraces a number of initiatives that promote respect and responsibility:

- A counsellor from Centacare visits every Thursday, talking/working with the children referred to her directly via the Well-being committee. Programs adopted successfully to date include: drum beat, restorative practices, and friendship circles.
- All of our Year 6 students are actively involved in a system of leadership teams or committees. They are also instrumental in our Peer Support and 'Buddies' programs.
- All key stakeholders were involved in re-wording our school rules so that

they are now clear and concise. Holy Spirit School has 3 rules; Respect Yourself, Respect Others and Respect Property.

- MJR (Making Jesus Real) is an initiative adopted throughout the whole school. Basically children are encouraged to identify other children in their classroom or in the playground who are welcoming, inclusive, resilient, well-mannered and behaved, and so on. The children with these attributes are 'real' life role models and are celebrated accordingly.

### **Community Satisfaction**

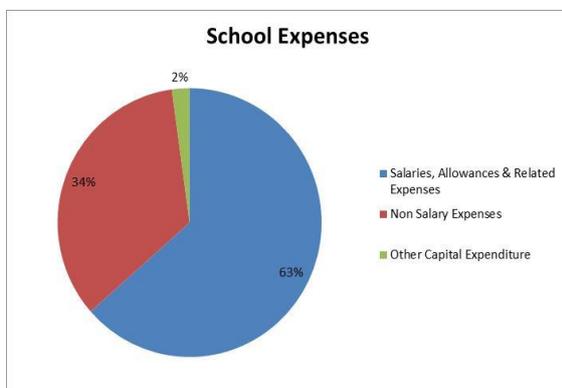
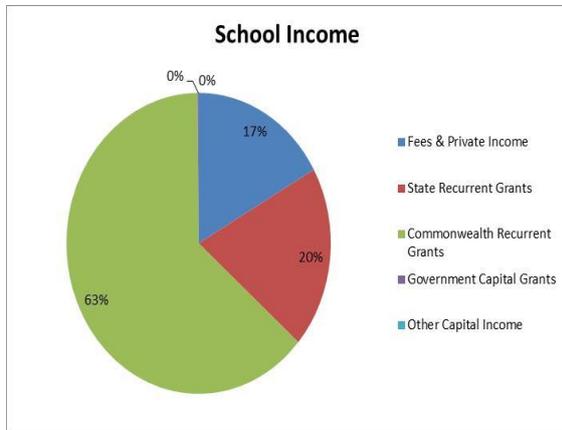
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In November, 2012 parents were given the opportunity to provide feedback to the school in relation to: Guidance & Support, Curriculum, School Environment, Teachers, Learning Environment, communication, Technology & Resources and Leadership & Management. A number of responses are shared-

1. 96% strongly agree that their child has access to pastoral care and well-being programs.
2. 100% strongly agree that Holy Spirit School is a safe place to be.
3. 93% believe that children wear their school uniform with pride.
4. 95% believe staff is helpful, friendly and professional.
5. 94% Strongly agree/agree that the Principal is accessible ('open' door policy).
6. 100% agree/strongly agree that our end of week assemblies are 'timely' and a celebration of the week

## Financial Statement Summary



### About This Report

This report was written to satisfy the requirements of the Federal and State Governments as well as the Catholic Schools Office, Wagga Wagga. The information contained within should be of interest to parents of the school, parishioners and the general public. In the main it was written by the Principal, Mr Mark Maclean, and School Council Chair, Vanessa Williamson.