



# 2016 ANNUAL REPORT

## Holy Name Primary School, Toowoomba

*A Catholic co-educational school of the Diocese of Toowoomba*

*"Let's Journey Together! Let's Make A Difference!"*

<b>Address</b>	PO Box 9412 188 Bridge St WILSONTON QLD 4350	<b>Phone</b>	07 4632 4694
<b>Year Levels</b>	Prep – Year 6	<b>Fax</b>	07 4638 4087
<b>Enrolment</b>	154	<b>Email</b>	<a href="mailto:holyname@twb.catholic.edu.au">holyname@twb.catholic.edu.au</a>
<b>Principal</b>	Mrs Kathy Bliss	<b>Boarders</b>	No
<b>Vacation Care</b>	No	<b>After School Care</b>	Yes

### Our Mission

Holy Name Primary School is:

- **A faith community**

Holy Name Primary School is a faith community, including students, parents, carers, teachers, staff, pastor, parish members and support staff from the Catholic Education Office. We follow Jesus' way. The spirit of Christ's teaching is reflected in all aspects of school life. Worship is a central function of Holy Name Primary School. Prayer and celebration of the liturgy are extremely important to us because they are celebrations of our relationship with God and they build up the spirit of our community.

- **A place where we continue to live out the Mercy values**

The spirit of Catherine McAuley and the Mercy order founded by her continues to be a significant influence upon the culture and community of Holy Name Primary School by explicitly living out the values of hospitality, compassion, excellence and justice.

- **A place of learning**

Holy Name Primary School is a place of learning that is inclusive and outreaching and focuses on the total development of each child - spiritual, academic, moral, social, emotional, physical and intellectual.



- **A welcoming and caring community**

Holy Name Primary School is a place where partnerships are developed. Respect, compassion, appreciation, humour and dedication underpin these partnerships. We acknowledge that parents are the primary educators of their children. Parents are encouraged to actively participate in the life of the school. Shared leadership operates at Holy Name Primary School, utilising the gifts of all to support the needs of the school.

- **People of hope**

We are committed to social justice and ecological principles. Holy Name Primary School's community has a focus on service to make our world a better place.

- **Journeying Together**

Ultimately, Holy Name Primary School aims to promote the success of students who are passionate about our world and the future. The achievements and behaviours of the students of Holy Name Primary School are the definitive measures of our success. We recognise and celebrate learning as a life long journey.

**Together we offer:**

- A strong Catholic tradition
- A sense of belonging
- Experienced and compassionate staff
- Pastoral care and leadership programs
- Innovative curriculum programs
- Academic success
- A focus on positive thinking and behaviours
- A genuine teaching partnership with home and school
- Mutual accountability
- Environmental responsibility
- Community responsibility

## Distinctive Curriculum Offerings

In 2016 teachers at Holy Name Primary School implemented the current syllabus documents as per ACARA and QCAA across all curriculum areas. Additionally, Holy Name upholds the Catholic ethos and implements the Brisbane Religion Curriculum as per Toowoomba Catholic Schools Office direction. Our curriculum offerings include:

- The Arts - Music, Dance (Dancefever Dance Company)
- Sport – Cricket, Athletics, Soccer, Hockey, Touch Football, Auskick, and Netball; After School Sport include Soccer, Cricket, and Athletics (these activities are co-ordinated by the various sporting bodies of Toowoomba including Sporting Schools, AFL Queensland)
- Instrumental Music program

Specialisation among teachers includes:

- Specialist Sports Teacher for students from Prep to Year 6
- Special Drama and Arts Teacher for students from Prep to Year 6
- Specialist teacher for Extension and Enrichment Program – ICAS competition, Opti-MINDS

See the Curriculum Framework link to our website for further information

<http://www.hntwb.catholic.edu.au>



## Use of Computers

Holy Name Primary School is well equipped with modern technologies and infrastructure to assist teachers to embed Information & Communication Technologies into student learning. The school has a broad wireless network that gives staff and students fast and reliable internet access in all areas of the school.

In addition to the desktop computers that are in the library and some classrooms, the school makes use of a significant number of laptop computers to assist student learning. We utilise tablet technology in the form of a class set of the 'Microsoft Surfaces'. Each classroom is equipped with an Interactive White Board. iPads are used across the whole school and in Learning Support.

Our teachers plan for student learning by making use of the digital curriculum content via the Diocesan Learning Profile. This secure database caters for planning, teaching, assessing and reporting and ensures our teachers are at the cutting edge in this new age of the digital curriculum.

## Extra-Curricular Activities

Students at Holy Name participate in variety of extra-curricular activities, including:

- Outside School Hours Care program
- Technology Club, Choir Club, Chess Club, Drama Club
- Opti-MINDS
- Small Town Culture (Josh Arnold) – Walk Together Project
- Sports participation: AFL, touch football, athletics training by representatives from various sporting groups that work with students
- Emu Gully Leadership Camp for Year 5 and 6

## Social Climate

Positive Behaviour and Anti-Bullying policies and procedures are in place. Our social climate is shaped by our Positive Behaviour Management approach. This approach is the cornerstone in assisting students to engage fully in the life at Holy Name Primary School.

The Catholic tradition expects that each person is treated with reverence and dignity because each person is made in the image of God. The Holy Name Positive Behaviour Policy gives expression to and promotes Gospel values as hallmarks of all relationships. We endeavour to develop an atmosphere of care within our school community. In this way, self-esteem is enhanced, belonging is promoted and trust and risk-taking are accomplished. We promote:

- Care for God and God's creation
- Care for ourselves
- Care for each other
- Care for our learning
- Care for our school

At Holy Name we are committed to relationships that are life-giving, where rights of all individuals are upheld and respected. This is signified by positive social behaviour and personal responsibility. As such, all members of the community recognize the rights of others and work towards self-management. Members learn from the experiences of living with the consequences of their behaviour choices. In this way, students and staff engage in quality teaching and learning opportunities.



## Parental Involvement

Parents are welcome to be involved and participate in the life of the school. There is opportunity for membership in the Parents and Friends Association (P&F) and School Board.

The P&F plays a significant part in the school community. Meetings are held monthly and information about dates, minutes and reports are contained in the school newsletter. Our P&F also supports the school through fund raising activities and social occasions. The School Board has a policy making focus.

## Reporting to Parents

Holy Name Primary School forwards student results to parents twice a year. Parents/guardians can be requested for an interview with the school teacher / Principal if needed. Parents also can request an interview for an explanation of their child's progress. In the second semester parents / guardians receive via postage results of the NAPLAN testing. These results are posted on the Toowoomba Catholic Schools Office website as part of government compliance.

Parents are encouraged to meet with teachers at any time during the year should they wish to discuss their child's progress.

The 2016 Parent Handbook was a ready reference for parents about the school.

## School Financial Information

The information on net recurrent income including:

- Federal Government recurrent funding
- Queensland Government recurrent funding
- Fee, charges and parent contributions
- Other private resources

Is available from: [www.myschool.edu.au](http://www.myschool.edu.au)

## Staff Composition

Workforce Composition	Total Teaching Staff	Total Non-teaching Staff	Indigenous Staff
Headcounts	12	8	1
Full-time equivalents	10.3	5	0.7



## Teacher Qualifications

Qualification	% of Teaching Staff
Doctoral / Post-Doctoral	0%
Masters	8.3%
Bachelor Degree	91.7%
Diploma	0%
Certificate	0%

## Professional Development

2016 School Budget Allocation	\$13 822.00
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The following information is an overview of staff participation in professional development at Holy Name Primary School for 2016.

### The target areas for professional development in 2016 were:

1. Student Protection – new changes to legislation, Code of Conduct
2. Literacy Coaching (Literacy Solutions – Angela Ehmer) in the development of a 'Whole School Reading and Writing Program'
3. High Performing Schools/Data Driven (QELI - Chris Thomas)
4. Teach Like A Champion (QELI – Chris Thomas)
5. Professional Learning Communities (Hawker Brownlow - Colin Sloper)
6. Mercy Charism (TSCO - Tony Worner)
7. Our Common Home: Mercy Of The Earth (Catholic Earth Care - Jacqui Remond)

## Average Staff Attendance

Staff Attendance Rate 95.68%

## Staff Retention

91.67%

## Average Student Attendance Rate

93.76%



## Student Attendance for Each Year Level

Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
94.71	93.49	93.24	92.33	95.16	93.55	94.24

## Description of How Non-Attendance is managed by the School

The procedure for managing non-attendance of students by the school is as follows:

**Step 1:** Parents are asked to ring the school office and report absenteeism to the school secretary / voice recorder prior to 8:00am daily.

**Step 2:** Teachers mark rolls electronically and the classroom evacuation roll before 8:30 am daily.

**Step 3:** Should a student arrive after the 8:30am bell, parents need to sign their child in on the late register sign in sheet and obtain a 'late slip' (yellow) which is in the folder located in the front office. Student then gives the 'late slip' to the teacher once they have entered the classroom.

**Step 4:** From 9:00am the School Officer telephones parents regarding any outstanding absentees. If parent cannot be contacted, a message is left. School officer makes a record of action taken.

**Step 5:** School officer adjusts the electronic roll if necessary. (SAS)

**Step 6:** Afternoon records are recorded each day after lunch. All students leaving the school grounds during the day are recorded on file at the front desk. Parents or guardians must sign students out at the front office. Students are sent down to the front office to meet with parent/ carers.

**Step 7:** Teacher records information for the afternoon on the school system.

**Step 8:** Administration officer checks the school absenteeism system regularly.

Please see the link below to our website for further information.

<http://www.hntwb.catholic.edu.au/policies/nonattendance.pdf>

## National Assessment Program Literacy and Numeracy (NAPLAN) Results

Year 3 Test Results				
	OUR SCHOOL AVERAGE	NATIONAL AVERAGE	STATE AVERAGE	Percentage of Students at or above the National Benchmark
Reading	438	426	419.8	100
Writing	426	421	409.8	100
Spelling	434	420	410.3	100
Grammar and Punctuation	467	436	433.1	100
Numeracy	400	402	396.3	95



## Year 5 Test Results

	OUR SCHOOL AVERAGE	NATIONAL AVERAGE	STATE AVERAGE	Percentage of Students at or above the National Benchmark
Reading	449	502	500.1	95
Writing	476	476	466.3	100
Spelling	498	493	485.8	91
Grammar and Punctuation	514	505	505.2	91
Numeracy	508	493	488.3	100

## Value Added

The building and use of the Multipurpose Hall has value added to the school community. It is used by external providers, such as Extend Outside School Hours Care and the Martial Arts club four nights a week.

The Early Years playground is used by parents and friends of Holy Name School and the Parish.

Students from 4-6 participate in the Annual Opti-MINDS challenge. Students are given many opportunities to take part in Swimming, Athletics, Inter-school sport, AFL, Touch Football and Netball.

Throughout the school, students are provided with a variety of excursion opportunities which develop their knowledge and skills in both academic and social settings.

## School Renewal and Improvement Process

School Renewal and Improvement is an on-going process of self-evaluation measured against a commonly agreed set of criteria known as the Excellence in Catholic Education (EiCE) Framework. It informs action planning at the school level to identify areas of strength and areas for improvement. Above all, Catholic schools must be good schools with a strong learning orientation and a strong sense of purpose. This process provides an opportunity to reflect on the 4 domains of Catholic Life and Religious Education, Learning and Teaching, Leadership for School Improvement and Strategic Resourcing. Each of these domains has components (24 in total) which are reviewed on a cyclical basis and plans for improvement developed if necessary.

In 2016, four elements including Vision and Mission, Students and Their Learning, Community Partnerships and Ownership, and ICT Resourcing were reflected on, reviewed and strategically planned for in the Annual Action Plan.

## Parent Satisfaction

There are several ways in which parent satisfaction is measured at Holy Name, including positive anecdotal parent feedback, participation in school activities and parent/teacher interviews. In



addition, parent staff and satisfaction is collected through the RADII survey administered by Toowoomba Schools Office each year in line with the school improvement framework. This survey gives parents the opportunity to provide feedback. Areas for improvement are identified and strategies included in the Annual Action Plan.

Parent and Staff Comments:

*'The obvious care that the teachers and Principal have shown towards the children and families of Holy Name is a testament to their high level of professionalism. They are a very welcoming staff and whole school activities are always such joyous, happy events. We have enjoyed our time as part of the Holy Name family and our children have received a well-rounded education.'*

*'I love seeing examples of learning proudly displayed on the windows of the classrooms and school fence. It adds colour to the school and shows active learning in progress.'*

*'Holy Name is a family, with strong Catholic and community values. I cannot imagine my children being better nurtured anywhere outside of our home.'*

***A hardcopy of this report is available by request from the Principal.***

