



# Sacred Heart Tatura

REGISTERED SCHOOL NUMBER: 0324

Be Responsible  
Be Respectful  
Be Resilient  
*Be Your Best!*



Sacred Heart School, Tatura

2012 ANNUAL REPORT TO THE SCHOOL COMMUNITY

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## Our School Vision

*Sacred Heart Catholic School*

*'An active learning community working in partnership with families, inspiring strength through faith and love.'*

### Graduate Outcomes

At Sacred Heart Primary School we seek to educate students to:

- *Be inspired by Christ*
- *Live an active & healthy lifestyle*
- *Be discerning and adaptable lifelong learners in a contemporary world*
- *Have a social conscience and respect for life, self, others and the environment*
- *Be optimistic, resilient and confident to take their own path and reach their potential*
- *Have the ability to work as an individual, and as part of a team*

### Our School Vision

At Sacred Heart Catholic Primary School we believe:

- *In celebrating our Catholic faith in a life-giving community of witnesses who serve God and society.*
- *In fostering open and supportive relationships with families as the primary educators of their children.*
- *In educating the whole child in a learning environment where teamwork and collaboration are central, so that each child becomes a valuable contributor to society.*
- *In providing a curriculum which cultivates effective lifelong learners through commitment to informed, current teaching and learning practice.*
- *In building relationships based upon mutual respect, trust and care in an environment of justice, equality, compassion and hope.*

## School Overview

Sacred Heart Catholic Primary School was begun by the Sisters of Mercy in 1900. The school was led by the Sisters until 1985. Today the school continues to maintain a strong commitment to the values and ideals of the Sisters of Mercy.

Sacred Heart is a vibrant Catholic learning community where the curriculum embraces the total development of each student. The school aims to provide opportunities for each student to realise their full potential: academically, spiritually, socially, emotionally, creatively and physically.

Our School is committed to innovative and contemporary learning programs to ensure students are well equipped to become effective learners, able to work co operatively with others in a changing world.

Sacred Heart provides a supportive learning environment in a technology rich learning environment.

In 2012 our overarching goals were:

- *Promoting high quality learning and teaching across the school.*
- *Promoting an increasingly Sustainable School Community.*
- *Creating a technology rich environment enhancing learning.*
- *Encouraging meaningful leadership for all.*
- *Fostering quality partnerships and relationships within our school and parish community*
- *Fostering socially and emotionally competent learners*
- *Creating & maintaining a safe & healthy school environment.*

The school enrolment at the August census was 153 students

In 2012 we went from 6 to 7 class groupings. The class groupings for 2012 were:

- Gr P/1            23 students
- Gr P/1            23 students
- Gr 1/2            22 students
- Gr 2/3            23 students
- Gr 3/4            21 students
- Gr 5/6            20 students
- Gr 5/6            21 students

13 staff            (10 teaching, 3 non-teaching)

Each class had one hour of Specialist Art and one hour of Music/LOTE per week.

Within a nurturing Christian environment students are encouraged to develop respect and concern for others, to acquire leadership skills and self-discipline.

The Sacred Heart curriculum is inclusive of students with special needs, providing support as well as extending and enriching all students, ensuring the nurturing of individual potential.

The curriculum is relevant- providing structure and challenge, fostering creativity through authentic learning experiences.

## Principal's Report

It is with pleasure and pride that I report on the 2012 school year - which was another successful year in the growth and development of Sacred Heart Catholic Learning Community. We have continued to develop in the five key areas of School Improvement.

We began the year by launching our Positive Behaviours & Intervention Support focus of **'Be Responsible, Be Respectful, Be Resilient. Be your Best!'** Banners setting the scene were placed and feature all around the school as a constant reminder to all of the expectations at Sacred Heart.

During 2012 we continued to build on the Mercy Charism in our school. We celebrated a Mercy naming Day with Mass and a day of celebration. A number of Sisters of Mercy joined us for this day.

We furnished our senior classrooms in a more contemporary style moving away from the tradition of a rectangular table and chair for every student. Instead, we have provided a variety of furniture including lounge chairs, high tables & stools, ottomans, cushions and curved tables on wheels. This provides a comfortable, inviting and more flexible learning space for our Grade 5 & 6 students. Students are able to choose their preferred seating and move furniture around to suit their learning tasks

Our 1:1 Laptop Program for our Grade 5/6 students continued to develop, increasing our students' engagement in school, improving their technology skills, and having positive effects on students' learning.

Our Laptop program, our new trolley of 25 Macbook Pros and our newly purchased class set of ipads for students continued to offer students portability, access and engagement for today's teaching and learning. For our students, technology is an everyday tool. It's part of their day to day life, and we have brought this into the classroom.

Our improving facilities and resources continue to open the doors to many rich learning opportunities for our school community.

Fr. Michael Morley has continued to be a strong and supportive Canonical Administrator. He has continued to lead our school and parish community showing faith and trust in the staff, leadership team and myself. I thank him for his commitment and support of our school. His presence at our weekly school assemblies, where he shares the coming Sunday's gospel, provides a strong link with our parish.

Our highly dedicated staff have continued to work hard to provide rich and varied opportunities for our students to realise their full potential: academically, spiritually, socially, emotionally, creatively and physically.

Mrs. Angela Finn – as Deputy Principal/Religious Education Coordinator, Mrs. Brenda Mason & Mrs. Katy Dundon – as Curriculum Coordinators, have worked diligently to provide support in the area of curriculum development and as part of the school leadership team.

Our DPRE- Mrs. Angela Finn taught Grade 5/6 in the mornings and had scheduled time for Leadership & Religious Education roles in the afternoons. Mrs Brenda Mason continued in her role as a literacy support teacher implementing strategies to enrich our learning outcomes using the STAR program. She taught Gr 5/6 in the afternoons focusing on Inquiry based learning.

Mrs Karen Nihill, Ms Celie Kelly and Mrs. Irene Sgammotta also provided support for those students not reaching the required standards in English and Mathematics.

In 2012 we introduced a Gr. 3/4 camp to Currumbene in Corop. Our Gr. 5/6 students experienced the high country at Feathertop Chalet in Harrierville and our Gr. P/1/2 students enjoyed an excursion to the Melbourne Zoo.

Mrs. Debbie Worm has continued to work in the school administration and her skill level, efficiency and commitment to the school and parish are outstanding. I thank Debbie for her commitment to our school and our parish. I also thank her for the wonderful support she has been to me and the other staff at Sacred Heart School.

Mrs. Lisa Wagner was appointed School Board Chairperson in July replacing Mrs. Carol Coulston. I thank both Lisa and Carol for their leadership and support.

The Parents' Club continued to provide services to our students throughout the year without the burden of fundraising.

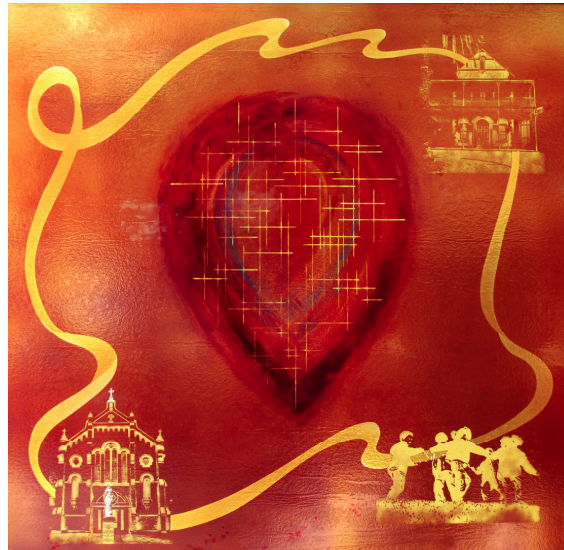
Our annual fete was another successful and enjoyable function for the school and parish. The strong link between the school & parish is clearly evident in the organization of this annual event at Sacred Heart.

After School Care at Sacred Heart continues to grow and provide an excellent service to our school families. Ms. Katie Christopher co ordinates and facilitates a balanced and successful program.

Our school website was updated and an increased number of families are using it as a major source of school information. We also introduced a school app in 2012 increasing communication and connection to our school families. Our weekly newsletter and school calendar are posted on our website and on the app.

Our annual 'Mercy' award was presented to Matthew Dodd – a graduating student in recognition of his display of the Mercy Values of Mercy, Dignity, Quality, Commitment and Care. Congratulations Matthew!

Les Baxter from Architectural Glassworks in Kew designed and created a beautiful window for our Mercy Centre which we unveiled at our Parish Centenary Celebrations. It is a very beautiful and iconic addition to our new Mercy Centre.



*Jenni Hindson*



## Canonical Administrator's Report

It is gratifying for me to again look back over another year with great pride. Our school continues to enjoy all accolades of parish families, the local community, Catholic Education and the Diocese.

We have many educational visitors coming to enjoy the facilities of the Mercy Centre. Many comment on the many aspects that they perceive which makes up a great school.

The presentation of the school has been enhanced by the upgrading of the senior classrooms and changing the dynamics with a more contemporary style.

The increasing of laptops and upgrading has continued this year allowing our students to keep up with our changing world.

The staff continue to show their passion, love and dedication for our children and education. And none of us would get through our day without the dedication, support and expertise of our Admin Officer – Debbie Worm.

The presence of our Parents' Club, School Board, After School Care, Playgroup etc and also the school fete, School Masses, Mothers' Day & Graduation Mass and so much more add this 'life' into our school.

The installation of the beautiful window in the Mercy Centre continues the important presence of the Mercy Sisters in our parish and school. The unveiling of the window by the Bishop during the Church Centenary was a wonderful highlight to the weekend.

Our year ended on a sad note with our Principal Mrs Jenni Hindson resigning after a wonderful term of five years. Much of what has been achieved is due to her vision, passion, dedication and love of children and what she does.

The high number of applications for her position was indicative of the high esteem the school is held in, in the diocese and further afield. We were then able to choose someone of high calibre to replace Jenni.

I was delighted to appoint Mrs Trish Miller to this position. Trish comes to us from Yarrawonga, where she was Deputy Principal.

Fr Michael Morley (Parish Priest & Canonical Administrator)

## Catholic Identity

### Goals & Intended Outcomes

*Living and Celebrating our Catholicity*

*Focus on putting our vision into action*

*Promoting Catholic Education within the parish & community*

### Achievements

Again we celebrated our beginning of the year Mass with our Parish family on a Sunday. We continue to work on building our relationship with our parish community.

In 2012 20 students celebrated the sacrament of Reconciliation and 9 celebrated Confirmation and First Eucharist. Mrs. Finn oversaw the sacramental programs which involved the families of the children involved.

Professional Development included 2 staff members studying Principles and Methods of Religious Education and also Christian Meditation.

An ongoing focus on Christian Meditation and 'Making Jesus Real' continues to build our Catholic Identity at Sacred Heart.

Efforts to improve community outreach included visiting community places during Catholic Education Week and inviting local guests into our school.

Fundraising for Social Justice continues to be a strong focus in our school community. Angela Finn and the senior students have led a number of innovative ways to raise money for those less fortunate than ourselves. Donations of food for St. Vincent de Paul were strongly encouraged throughout the year and twice each term visits were made to deliver to food. The St. Vincent de Paul Giving Tree was also well supported at Christmas time. I thank our families for their support and generosity

We underwent a highly successful review of Catholic Identity during 2012 and were highly commended.

**VALUE ADDED**

We named our Sports teams in our Mercy Tradition:

Geary (Sr. Alphonsus Geary – the first principal of Sacred Heart)

McAuley (Catherine McAuley – the founder of the Sisters of Mercy)

Frayne (Mother Ursula Frayne – the first Sister of Mercy to come to Australia)

We had sports banners printed featuring the Mercy cross which hang in our Mercy Centre. We also have framed photos of the sisters hung in our centre as an ongoing reminder of our heritage and the sisters our sports teams are dedicated to.

We had superb Mercy Crosses crafted locally for each classroom of our school. These were blessed at our Mercy Naming Mass.

We installed signage around our School Labyrinth explaining the background of the Labyrinth and also added scriptural plaques around the labyrinth. We continue to use our labyrinth as a prayerful space.

## Learning & Teaching

### Goals & Intended Outcomes

*Promoting high quality learning and teaching across the school*

*Promoting Data Literate Teaching*

### Achievements

The development of Professional Learning Teams has been a major achievement for us in 2012. The whole staff chose to meet weekly to focus on improved learning & teaching. A focus on data analysis to drive & direct staff & student learning has been integral to the activity of these teams.

During 2012 the major focus of our professional learning communities was to– *Focus on oral language to lift standards in writing & reading.* Each term we had a whole school focus on the improvement of an aspect of oral language

*Term 1: Vocabulary*

*Term 2: Longer & More Complex Sentences*

*Term 3: Story Grammar*

*Term 4: Phonemic Awareness*

Our STAR literacy intervention program has continued to produce evidence of improvement in student achievement in literacy.

All staff have continued to implement First Steps Reading and Writing strategies.

Mrs. Katy Dundon has represented our school on the Sandhurst Numeracy Team and has led the staff towards improved teaching and learning of mathematics skills across the school. This will continue to be a strong focus in 2013.

Prep and Grade 1 teachers have continued their exploration of play based learning. They attended a professional development on ‘Australian Developmental Curriculum’ held in our diocese.

Inquiry based learning units taught across the year were:

Term 1:	Learning about ourselves and others	Key Concepts: Relationships
Term 2:	Living justly	Key Concepts: Needs and wants
Term 3:	Our ever changing world	Key Concepts: Change
Term 4:	Living life to the full	Key Concepts: Wellbeing

<b>PROPORTION OF STUDENTS MEETING THE MINIMUM STANDARDS IN YEARS 3 &amp; 5</b>					
<b>NAPLAN TESTS</b>	<b>2010</b>	<b>2011</b>	<b>2010–2011 changes</b>	<b>2012</b>	<b>2011–2012 changes</b>
<b>YEAR 3 READING</b>	100%	92.3%	-7.7 %	100%	+7.7 %
<b>YEAR 3 WRITING</b>	100%	100%	0%	100%	0%
<b>YEAR 3 SPELLING</b>	96.4%	100%	+3.6%	100%	0%
<b>YEAR 3 GRAMMAR &amp; PUNCTUATION</b>	92.9%	100%	+7.1%	100%	0%
<b>YEAR 3 NUMERACY</b>	96.6%	100%	+3.4%	93.8%	-6.2%
<b>YEAR 5 READING</b>	100%	100%	0%	100%	0%
<b>YEAR 5 WRITING</b>	100%	93.8%	-6.2%	100%	+6.2%
<b>YEAR 5 SPELLING</b>	100%	100%	0%	95.5%	- 4.5%
<b>YEAR 5 GRAMMAR &amp; PUNCTUATION</b>	93.8%	100%	+6.2%	95.5%	-4.5 %
<b>YEAR 5 NUMERACY</b>	100%	100%	0%	95.7%	- 4.3%

Reading results improved significantly in Grade 3 (7.7%) and remained at 100% in Grade 5

In 2012 100% of our students met the national minimum standard of writing in Grade 3 and in Grade 6. This was an increase of 6.2% in Grade 5

In spelling 100% of our Gr. 3 students met the minimum standard whilst in Gr. 5 we had a decrease of 4.5% from 2011. 95.5% of our Gr. 5 students met the minimum standard.

100% of our Gr. 3 students reached the national minimum standard in grammar & punctuation while 95.5 % of our Gr. 5 students achieved the minimum standard.

In numeracy 93.8% of our Gr. 3 students reached the minimum standard and 95.7% of our Gr. 5 students achieved at or above the minimum standard. Improving mathematics learning outcomes is the focus of our 2013 professional learning team groups at Sacred Heart.

## Pastoral Wellbeing

### Goals & Intended Outcomes

***Fostering quality partnerships and relationships within our school and parish community***

***Fostering socially and emotionally competent learners***

***Creating & maintaining a safe & healthy school environment.***

### Achievements

Our Student and family buddy programs have continued to provide support for new students and families in our school community.

Two staff members – Mr. Alexander McKinnon and Mrs. Katy Dundon have attended ‘I Keep Safe’ Internet safety professional development days and are leading the school in the development of policies and strategies to keep our students safe while using digital technologies.

Individual learning plans for students with additional learning requirements were updated each term and formed the focus of Program Support Group meetings which were held once a term. These involved the parents, teachers, teacher aides and the students funded for additional learning needs.

Our School Chaplain has continued to monitor the wellbeing our students and facilitates the teaching of the ‘Friendly Schools & Families’ program throughout the school.

<b>AVERAGE STUDENT ATTENDANCE RATE BY YEAR LEVEL</b>	<b>%</b>
<b>Year 1</b>	<b>95.00%</b>
<b>Year 2</b>	<b>94.82%</b>
<b>Year 3</b>	<b>95.63%</b>
<b>Year 4</b>	<b>97.14%</b>
<b>Year 5</b>	<b>91.00%</b>
<b>Year 6</b>	<b>96.25%</b>
<b>Overall average attendance</b>	<b>94.97%</b>

Student absence reports are sent weekly to the office and this is then put into the administration program. Parents are sent notices home if their child has not returned an absence note requesting confirmation of the absence and the reason for it. Parents also have access through our Smart Phone App to send absence notification to the school. If there are concerns phone contact is made to the parents or care givers.

**STUDENT SATISFACTION**

**The Student Engagement Index** is based on all the indicators within Engagement and Relationships from the SRC student survey.

Student Engagement Index for 2011 was 70.4

Student Engagement Target for 2012 was 75.1

Student Engagement Index for 2012 was 67.3

Student Engagement Target for 2013 is 71.0

*Improved Student engagement will be a focus for 2013 at Sacred Heart.*

## Leadership

### Goals

*Encouraging meaningful leadership for all.*

### *Building student Leadership*

### Achievements

#### Student Leadership

Student leadership has continued to develop and gain authenticity at Sacred Heart. Student leadership teams met regularly with the School Principal and group role descriptions were developed and added to throughout the year.

Our weekly assembly is a credit to our student leaders. It is a wonderful celebration of our school week and is well attended by school families.

#### Staff Leadership

Our school leadership team functions collaboratively and the expertise shared by Mrs. Angela Finn (Deputy Principal & Religious Education), Mrs. Katy Dundon (Mathematics) and Mrs. Brenda Mason (Literacy) has led to continued school improvement at Sacred Heart.

Mrs. Mason and Mrs. Dundon have worked hard to build the capacity of our Professional Learning Teams.

Mr. Alexander McKinnon has also led numerous environmental/sustainability initiatives and Mrs. Karen Nihill and Mrs. Rachel Cheesman have led the development of our wonderful new School Choir.

All staff have taken on leadership responsibilities over the year and have maintained Professional Learning Plans resulting in ongoing improvement and development.

#### School Board

In 2012 Mrs. Lisa Wagner and I began work on a National Partnerships project 'Empowering Local Schools' – with a cluster of local schools with the aim of building on the leadership of parents and school boards. This project will continue throughout 2013.



## CEO Leadership

Throughout 2012 we appreciated and benefited from Sandhurst Diocesan Leadership personal especially Mrs. Pauline Fisher and Mrs Luci Quinn.

We underwent a highly successful review of Leadership during 2012 and were highly commended.

<b>TEACHING STAFF ATTENDANCE RATE</b>	<b>96.44</b>	<b>%</b>
<b>STAFF RETENTION RATE</b>	<b>84.61</b>	<b>%</b>

<b>TEACHER QUALIFICATIONS</b>		
<b>DOCTORATE</b>		<b>%</b>
<b>MASTERS</b>	<b>16.67</b>	<b>%</b>
<b>GRADUATE</b>		<b>%</b>
<b>CERTIFICATE GRADUATE</b>		<b>%</b>
<b>DEGREE BACHELOR</b>	<b>100</b>	<b>%</b>
<b>DIPLOMA ADVANCED</b>		<b>%</b>
<b>NO QUALIFICATIONS LISTED</b>		<b>%</b>

**EXPENDITURE AND TEACHER PARTICIPATION IN PROFESSIONAL LEARNING****DESCRIPTION OF PL UNDERTAKEN IN 2012****Professional Development staff participated in included:**

- Diocesan Conference
- THRASS Workshop
- Maths (Michael Ymer, Mathletics)
- Data Analysis (SPA)
- I Keep Safe
- CPR & Anaphylaxis Updates
- Meditation Workshop
- Developmental Play

**NUMBER OF TEACHERS WHO PARTICIPATED IN PL****10****AVERAGE EXPENDITURE PER TEACHER FOR PL****\$1367**

<b>STAFF COMPOSITION</b>	
PRINCIPAL CLASS (PP 5-2)	1
TEACHING STAFF (HEAD COUNT)	12
FTE TEACHING STAFF	10.36
NON-TEACHING STAFF (HEAD COUNT)	3
FTE NON-TEACHING STAFF	1.565
INDIGENOUS TEACHING STAFF	0

### TEACHER SATISFACTION

**The Staff School Climate Index** is based on all the indicators within Empathy, Clarity, Engagement and Learning from the SRC staff survey.

Staff School Climate Index for 2011 was 71.4  
 Staff School Climate Target for 2012 was 72.5  
 Staff School Climate Index for 2012 was 76.1

Staff School Climate Target for 2013 is 77.0  
*We have an ongoing commitment to a focus on empowering staff at Sacred Heart and anticipate continued growth in this area.*

## Stewardship of Resources

### Goals & Intended Outcomes

*Promoting an increasingly Sustainable School Community.*

*Creating a technology rich environment enhancing learning.*

### Achievements

Computers:

- A class set of 25 Macbook Pro computers purchased
- A class set of ipads purchased
- Purchasing of contemporary classroom furniture in senior classrooms

Environmental sustainability:

Mr. McKinnon began entering SETS data in 2012. He also attended the Sandhurst Diocese 'Kinship of the earth' conference. We are working towards Cert 2 in Sustainability.

Raised vegetable gardens were installed and maintained.

School Buildings:

Plans to refurbish the school toilets were accepted and works were carried out prior to the beginning of the 2013 school year.

### PARENT SATISFACTION

**The Parent Satisfaction Index** is based on all the indicators within School Climate, Relationships and Engagement from the SRC parent survey.

Parent Satisfaction Index for 2011 was 73.4

Parent Satisfaction Target for 2012 was 75.6

Parent Satisfaction Index for 2012 was 76.5

Parent Satisfaction Target for 2013 is 78.5

*Parent leadership/involvement is a focus for the School Board in 2013*

## Financial Performance

<b>REPORTING FRAMEWORK</b>	<b>MODIFIED CASH \$</b>
<b>Recurrent income</b>	<b>Tuition</b>
School fees	8747
Other fee income	61,645
Private income	41,714
State government recurrent grants	343,128
Australian government recurrent grants	1,161,192
<b>Total recurrent income</b>	<b>1,616,426</b>
<b>Recurrent Expenditure</b>	<b>Tuition</b>
Salaries; allowances and related expenses	1,038,412
Non salary expenses	265,716
<b>Total recurrent expenditure</b>	<b>1,304,128</b>
<b>Capital income and expenditure</b>	<b>Tuition</b>
Government capital grants	
Capital fees and levies	63,635
Other capital income	
<b>Total capital income</b>	<b>63,635</b>
<b>Total capital expenditure</b>	<b>64,264</b>
Loans (includes refundable enrolment deposits and recurrent, capital and bridging loans)	
<b>Total opening balance</b>	<b>208,969</b>
<b>Total closing balance</b>	<b>189,133</b>

## Financial Note

***Note that the information provided above does not include the following items:***

System levies charged to individual schools, intra-systemic transfers and diocesan supplementary capital fund (SCF) supported borrowings for primary schools. The information provided is not comparable with other educational sectors. This VRQA template is not comparable to the ACARA school-level income reporting requirements which are to be reported on the MySchool website. ACARA school level reporting requirements will require system level income from Government grants and some private income to be allocated by school. This will be a small adjustment in relation to the total level of school resources. At this stage, recurrent income from Government sources, school generated income and capital expenditure are to be reported by schools. Additionally when assessing the private income of the school include both recurrent and capital school fees.

## Future Directions

- Continue to strengthen the formal Professional Learning Team culture in our school. 2013 focus – Mathematics
- EMU Maths Training and EMU Intervention
- Continue to explore the use of learning data to drive our learning & teaching
- Empowering Local Schools Project - Focus on building a collaborative culture through Parent engagement/leadership
- Continue to encourage the use of technology as a learning tool across the school
- Work towards Cert 2 in Sustainability – implement Diocesan Program Kinship with the Earth
- Insight SRC Survey Data: Focus on ‘Student Motivation’ - Student consultation process on student data
- Launch implementation and teaching of Positive Behaviour Intervention Support - ‘Be Responsible, Be Respectful, Be Resilient, Be your Best.’
- Continued focus on the charism of the founders of our school – The Sisters of Mercy
- Focus on anaphylaxis – ongoing education including annual classroom information sessions
- Ongoing focus on ‘I Keep Safe’ Internet safety - ‘esmart’ funding to support ikeepsafe
- Mercy naming Day to become an annual event
- Ongoing commitment to social justice