Messages from Key School Bodies

**Principal**

It is with great pleasure that I present the Annual School Report for 2012 for St Michaels’ Primary School Nelson Bay. This report outlines the various significant events and achievements that have been part of the life of St Michael’s during the 2012 school year.

2012 was another growth year for St Michael’s with all the building project being complete.

St Michael’s has a very strong Catholic identity and is focussed on those young children in our care. We strive to ensure that all students are provided a quality education. It has a close relationship with the parish and is very much involved in parish activities.

There are a variety of programs which run in the school to assist students in all areas of the curriculum. These programs are assisted by the Learning Support Teacher and the Pastoral Care Worker who is funded by DEEWR.

St Michael’s is a school which values the relationships between students, staff and parents. The enthusiasm, support and commitment of staff, and the supportive and hardworking parents as well as the happy, eager and cooperative students ensure a school always looking to positively develop.

2012 has again been a very successful year with many reasons to celebrate. Students have had many opportunities to experience and participate in sport, physical activity, performing arts and community events throughout the year.

St. Michael’s continues to grow and develop. It is well respected in the community for both academic and cultural achievement and always participates in community events.

**P & F**

The P&F committee at St Michael’s has enjoyed a successful year in terms of fundraising. Our goal for 2011 was to have targeted fundraising events to help raise money for a shade cloth over the play equipment and air conditioning for some classrooms.

Our major fundraiser was our school fete. This took months of planning and was highly successful in raising $25,000.00. Other fundraisers as well as social activities included Easter Raffle, Mother’s Day stall, Father’s Day breakfast, Easter Raffle, School Disco, Entertainment books and a Christmas Raffle.

We have a wonderful supportive team on our P&F Committee and together along with support from Principal and Assistant Principal and the St Michael’s community we have been fortunate to enjoy such a successful year.

**Student Leaders/SRC**

It was a pleasure being the school captains of St Michael’s. We represented the school on many occasions at official functions. We ran assemblies and assisted teachers in a variety of activities throughout the school. The good thing about St Michael’s is that all the children know each other and care for each other and all our building work has finished and we have a beautiful school.

**Religious Dimension and Culture of School Life**

**Catholic Identity**

The Sisters of Mercy, who travelled from Stockton Convent twice a month to help instruct Catholic children, founded St Michael’s School. The first 'school' was a church hall, which also served as three classrooms. In honour of the Sisters of Mercy, on the 10th of August, Bishop Bill visited our school community and celebrated our jubilee of 50 years, along with the opening and blessing of our new school facilities under the BER project.

As a school community, strong emphasis is placed on the Gospel values of justice, service and love, embracing our School Motto of Truth and Trust, which was evidenced by our mission to outreach to the marginalised, the poor, and the elderly. Food collections for Saint Vincent De Paul, concerts for the infirmed in retirement homes, morning tea for parishioners, and fund raising for Catholic Mission are examples of our school community actively living out Jesus challenge to ‘love one another as I have loved you’.

ANNUAL SCHOOL REPORT 2012 2
The Catholic school focuses on the faith formation of young people and educates them through the implicit teaching of religion. The foundation of the Catholic school is based upon enhancing and promoting knowledge and understanding of the traditions of the Catholic community, its story, its experiences and its teachings. Hence, faith experiences are enriched and developed through a variety of prayer, and liturgy experiences. For example Liturgies of the Eucharist, Liturgies of the Word, linked closely to the Liturgical Year, curriculum units of work, and secular days of celebration, i.e. Mother’s Day and Father’s Day.

Further opportunities for faith development are evidenced through student involvement in the Parish Sacramental Program, altar serving for weekend, weekday, and funeral masses.

The school made a major commitment in 2012 to be involved with the Easter Liturgies. Many teachers and students volunteered to be involved in Palm Sunday and Easter services, whilst the majority of the year 6 students enacted the Stations of the Cross for Good Friday.

St Michael’s School does not replace the home but complements it, in the education of the students. We encourage parents continue to take an active part in the children’s faith journey, in partnership with the school experience.

**The School as part of Parish and Diocesan Life**

St Michael’s School fosters a collaborative environment that promotes the catholicity of St Michael’s School in the wider community. From the active involvement of Father Brian in the liturgical and spiritual life of the school, along with the participation of staff, parents and students in a range of parish celebrations, exemplifies the spirit of the St Michael’s community. The Parish Community is encouraged, and welcomed to be actively involved in school life. As a school community, St Michael’s staff and students were involved in a number of Liturgies, which embraced both the Liturgical Year, as well as secular celebrations; these included our students enacting Jesus walk to Jerusalem on Palm Sunday, Catholic Schools Week, Father’s Day Mass, and participation in Sacramental Masses.

The focus of the parish is that the school is a vital arm of its educative mission and every endeavour is made to include the school in the overall pastoral plan of the parish. The school, in its turn, works closely with the Parish Administrator and the Parish Liturgy Team in devising various liturgies throughout the year, with the Parish Pastoral Visitation Team in reaching out to families in need, the Sacramental Team and the Major Events Committee which celebrates various milestones in the Parish life.

The school has contributed significantly to the following events:

- St Michael’s Jubilee-50 Years
- St Michael’s Opening and Blessing of new classrooms
- Parish Sacramental Celebrations
- St Michael’s Feast Day Celebrations
- Altar servers picnic
- Sacramental preparation and reception of sacraments
- Sacramental retreats
- Parish breakfasts

Our Diocesan involvement includes participation in the annual Called to Serve Mass, Principal’s Mass, Catholic Schools Week Mass and attendance at various other Diocesan celebrations such as ordinations.

The Principal represents the school at parish council level, attending meetings and Diocesan Assemblies. The Parish Administrator works cooperatively with the school’s Religious Coordinator, Executive staff, teachers and parents during liturgy celebrations.

We have utilised the gifts and talents of staff and parishioners to preside for liturgies of the Word, due to the number of commitments Father Brian has. This has provided poignant opportunities for the school and parish partnership to continue to be nurtured.

We farewelled Fr Brian at the end of November and Fr Kevin Corrigan was appointed as Parish Priest and took up residence in December.
**Teaching of Religion**

Saint Michael’s implements the Diocesan K-12 Religion Syllabus. An essential element of each day’s learning is a focus time on children learning about our Catholic Faith, deepening their spirituality and providing a time for prayer and reflection. The importance of having such a time each day is reflected in the expectation that teachers in the Catholic Schools of the Diocese of Maitland-Newcastle ensure that 2 ½ hours teaching/learning time each week is allocated to Religious Education.

The classroom teaching at St Michael’s promotes student centred learning, utilising the Diocesan Units of Work. Students are immersed through scripture, music, liturgy, prayer, human resources such as Father Brian and Richard Cootes: therefore enabling opportunities for our students to come to know and understand Jesus mission of love, through the content of the program and the lived experience. Year 6 and Year 4 participated in a Religion Assessment which was across the diocese.

The staff creates a spirit within the school, parish and wider community, which builds interpersonal relationships, and models the Christian virtues of forgiveness, respect for human dignity and acceptance of failure of both oneself and others. Prayer and reflection should provide a focus for the beginning of each day as well as at other times during the day. The importance of prayer is supported through the establishment of a special sacred space in each classroom, which reflects the unit of work being undertaken at the time.

The purchase of resources to support the teaching and learning of Religion is ongoing, with a number of music resources being purchased in 2012.

**Retreats and Faith Development Programs**

The school acknowledges the importance of religious and faith development programmes for both staff and students. In 2012 staff members were provided with the opportunity to participate in a range of Religious experiences. The school participates actively in prayer to support each other and the families of the school and Parish. The staff gathers one morning and afternoon each week to pray together. On a number of occasions the staff is also engaged in deep personal reflection during Inservice days.

Staff continued to update their Faith Education Accreditation, with many staff participating in the school based Lenten Program. Teachers attended courses to fulfil requirements to meet ongoing accreditation expectations.

Students receiving the Sacraments of Confirmation and Holy Communion had the opportunity to attend a retreat. Students receiving the Eucharist travelled to St Mary’s Cathedral, and Mary MacKillop Place, and those students receiving the Sacrament of Confirmation attended a retreat based on the Gifts of the Holy Spirit. The Sacramental programs are conducted after school and in evenings. These form part of the school and parish faith development. Senior students also take part in a ‘Mighty Mate’ training program and leadership course.

**Values (including Social Justice Initiatives)**

Saint Michael’s School promotes respect and responsibility through both formal and informal programmes and initiatives. Our actions both at school and in the wider community are integral to our school’s philosophy and values. The school and wider community take very seriously their commitment to social justice and are very proud of their efforts in this area. The generosity of the children, staff and parents and their commitment to social justice issues reflects their awareness of the needs of others.

Activities that reflected our Social Justice perspective included the many fundraisers to support the Catholic Missions, Our Mission Day with Richard Cootes, the St Vincent de Paul Christmas Appeal for hampers and participation in the Anzac March. The school choir and a number of classes also visited retirement villages at Easter and Christmas time to entertain the residents and hand out simple gifts on behalf of St Vincent De Paul. Our students are encouraged to realise how significant they are in each other’s lives. How they indeed can be the face of God to others. This is reflected in the way we try to treat one another; with dignity and respect.

The school continues to spend a significant amount of time supporting positive behaviours that are bounded by respect, responsibility and personal commitment. We have continued to implement the Restorative Justice Practice and this is supported by the Friendly Schools and Families Program, promoting respect and dignity of all.

Our school rules: **Be Safe, Be Respectful, Be a Learner** provide the focus for explicit teaching on what this behaviour would look like in different settings. The school has placed a real emphasis on rewarding positive behaviour to keep the children desiring to be successful. We continue to use our “Gotcha” token system which is levelled and encourages all students to believe in themselves and to continue at all times to strive to be the very best person they can be.
Our students are encouraged to realise how significant they are in each other's lives. How they indeed can be the face of God to others. This is reflected in the way we treat one another; with dignity and respect.

**Policies**

**Enrolment Policy**
St Michael's follows the guidelines provided by the Catholic Schools Office Policy Enrolment (Amended 2008). The Policy has been devised to accommodate, as far as is possible, the needs of families seeking a Catholic education. In situations where enrolments have to be restricted because of limitations on capacity, preference may need to be given to children of Catholic families, as defined in the Policy. Implementation of the Policy is via our local school Enrolment Committee which has discretionary authority in keeping with Diocesan guidelines. Copies of the Policy are available from the school, or from the Catholic Schools Office website (cf end of Report). Parents concerned about school fees should ensure they make contact with the school. Diocesan provisions (including standard discounts for those with a Health Card) exist to help in this area, and the Principal can also exercise discretion where genuine need exists.

**Student Welfare**
In 2012 St Michael's continued with the National School Chaplaincy Program. This has allowed the school to employ a Pastoral Care Worker who has co-ordinated programs in conjunction with executive staff and classroom teachers (Seasons for Growth) and special individual programs to support students socially and academically.

The Friendly School and Families Program commenced in 2009 and has continued. This was supported with the Gotcha Award system as part of the Positive Behaviour Support Program.

St Michael's School prohibits the use of corporal punishment and encourages all to work together to create a positive, warm, friendly and caring environment.

All action taken, even minor unacceptable behaviour is documented. Parents are informed immediately as per our Relationship and Restorative Policy 2011. In the planning room, strategies to build skills for the future are presented. Behaviour of a more serious nature or grievances are resolved by conferences where all have the right to be heard, express views and be listened to. The policy sets out planning room procedures, letters, communication slips, bullying procedures, time out procedures, as well as the school award system. Procedural fairness is followed in all instances.

Policies are available on the school website.

**Discipline**
In 2012 St Michael's continued with the National School Chaplaincy Program. This has allowed the school to employ a Pastoral Care Worker who has co-ordinated programs in conjunction with executive staff and classroom teachers (Seasons for Growth, Cool and Friendly) and special individual programs to support students socially and academically.

The Friendly School and Families Program continues to be implemented throughout the school. This was supported with the Gotcha Award system.

St Michael’s School prohibits the use of corporal punishment and encourages all to work together to create a positive, warm, friendly and caring environment.

All action taken, even for minor unacceptable behaviour is documented. Parents are informed immediately as per our Relationship and Restorative Policy. In the planning room, strategies to build skills for the future are presented. Behaviour of a more serious nature are resolved by conferences where all have the right to be heard, express views and be listened to. The policy sets out planning room procedures, letters, communication slips, bullying procedures, time out procedures, as well as the school award system. Procedural fairness is followed in all instances.

Policies are available on the school website.
Complaints and Grievances
The policy was revised in 2011, as part of our School Evaluation and Development, which has seen the implementation of the ‘Complaints and Grievances Brochure’. Both documents ensure best practice in the management of complaints and grievances received by St Michael’s School and to resolve complaints fairly, efficiently, promptly and in accordance with relative legislation.

These policies state clearly the procedures that must be followed so that procedural fairness applies to all, ensuring restorative justice practices are incorporated into all related discipline and complaint management processes.

The school policy is underpinned by the CSO Complaints Management policy 2006. This policy is presently under review.

Student Achievements

Academic Achievements
During Terms 2 and 3 of 2012, students across grades 3-6 sat the ICAS Science, English and Mathematics competitions. Student achievement in the three subject areas was very pleasing with a number of students achieving results within the top 10-25% of NSW and the ACT. Our Year 5 and 6 students sat the Newcastle Permanent Mathematics Competition with pleasing results. 11 students were awarded a Distinction while a further 38 students received a Merit commendation.

Performance in National Testing
NAPLAN results were pleasing with more students achieving results in the higher bands, particularly in the areas of reading, number, Patterns & Algebra, Data, Measurement and Space and Geometry. A closer analysis of the results pinpointed improved reading performance by Year 5 boys who were 43 scale scores above the state average in the test Aspect of Reading.

<table>
<thead>
<tr>
<th>NAPLAN Program 2012 - Year 3</th>
<th>Percentage in Skill Band</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reading</td>
</tr>
<tr>
<td>Band 6 and Above</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>25.5%</td>
</tr>
<tr>
<td>Band 5</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>21.5%</td>
</tr>
<tr>
<td>Band 4</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>21.5%</td>
</tr>
<tr>
<td>Band 3</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>15.7%</td>
</tr>
<tr>
<td>Band 2</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>9.4%</td>
</tr>
<tr>
<td>Band 1</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>4.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAPLAN Program 2012 - Year 5</th>
<th>Percentage in Skill Band</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reading</td>
</tr>
<tr>
<td>Band 8 and Above</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>12.0%</td>
</tr>
<tr>
<td>Band 7</td>
<td>St Michaels Primary School Nelson Bay</td>
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<tr>
<td>National Performance</td>
<td>19.3%</td>
</tr>
<tr>
<td>Band 6</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>26.7%</td>
</tr>
<tr>
<td>Band 5</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>22.3%</td>
</tr>
<tr>
<td>Band 4</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>11.4%</td>
</tr>
<tr>
<td>Band 3</td>
<td>St Michaels Primary School Nelson Bay</td>
</tr>
<tr>
<td>National Performance</td>
<td>6.4%</td>
</tr>
</tbody>
</table>
Cultural Achievements
The children watched an enchanting opera production of the well-loved Brothers Grimm tale, Hansel and Gretel. It broadened the students’ cultural understanding of the key elements of a dramatic performance.

Towards the end of Term 3 the school was fortunate to have Dr. Deane Hutton, one of Australia’s best known science educators visit our school. Parents remembered him for his former appearances on ‘The Curiosity Show’, ‘Hey, Hey, It’s Saturday!’ and ‘The New Inventors’. He presented an action-packed show called “Going Green with Dr. Deane,” which showed both teachers and students how to understand planet Earth, environmental problems and sustainability.

Stage 1 children visited the Newcastle Conservatorium of Music to experience the range of classical musical instruments that form an orchestra. These children also attended the Newcastle Museum to explore our local history and heritage.

Stage 2 students travelled to Sydney to visit the Barracks and the Rocks as a part of their study into British Colonisation. Stage 3 classes visited Canberra. They attended Parliament House, the Electoral Education Centre and the War Memorial. This excursion consolidated their classroom learning.

During 2012, our school team successfully qualified for the final level of Diocesan Debating. As well, three students also attained the level of finals for the Diocesan Public Speaking. One of our students was successful in being selected to perform in the Diocesan arts Initiative- Aspire. Year 5 and 6 students attended the performance in Newcastle as a show of support for their peer and as a way of inspiring other talented students to participate in future events.

A large group attended Anzac celebrations and represented the school by taking part in the march and our school captains were involved in the ceremony at the Cenotaph in Apex Park.

Groups from St Michael’s visited local area Aged Care Homes at the beginning and end of the year. They sang songs to entertain the residents, played games and shared morning tea with them.

Sporting Achievements
During 2012 St Michael’s continued to be involved in many sporting activities at various levels. The school encourages all students to participate in sporting activities whether they are school based or community based in the Port Stephens area.

Various sporting clinics are also run at the school including rugby, soccer and cricket. The school competed in the Newcastle Knights Knockout, the Jarrod Mullen Rugby League, the AFL Paul Kelly Cup, Touch Football Gala, Rugby Union Knockout, Diocesan Netball Gala Day and the Port Stephens Soccer Challenge.

Many students represented the school at Regional, Diocesan, Polding and State levels in a variety of sports with one student competing in the National Swimming Championships and another was a finalist in the Sports Person of the Year in the Patterson area.

Other Highlights for 2012
During 2012 St Michael’s celebrated the official blessing and opening of its new facilities with a variety of dignitaries attending including Bishop William Wright and Mayor Bob Westbury. At this celebration the school also recognised its jubilee.

We also held a very successful fete and had a very exciting disco as well as many incursions and excursions. The fete was not only financially successful but was a wonderful community activity which brought many people from the whole area to the school.

One of our students performed in the Diocesan performance ‘Aspire’ and four of our students represented the school at the Diocesan Public Speaking finals with one child coming first and one second.
Staff

Staff Qualifications

<table>
<thead>
<tr>
<th>Qualifications and Experience</th>
<th>Number of Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Teachers with teaching qualifications from a higher education institution within Australia or as recognised by National Office of Overseas Skills Recognition (NOOSR).</td>
<td>18</td>
</tr>
<tr>
<td>II. Teachers with qualifications from a higher education institution within Australia or as recognised by NOOSR but lacking formal teaching qualifications</td>
<td>-</td>
</tr>
<tr>
<td>III. (a) Teachers not having qualifications as described in I or II above but having relevant successful teaching experience or appropriate knowledge relevant to the teaching context</td>
<td>(a) -</td>
</tr>
<tr>
<td>III. (b) Of these which are New Scheme Teachers.</td>
<td>(b) -</td>
</tr>
</tbody>
</table>

Professional Learning Undertaken

The staff took part in a Religious Education Reflection Day at the end of Term 4.

During Term 2 all staff attended a Child Protection training day held at South Newcastle Leagues Club.

The AP attended the AP’s Conference which focussed on school improvement.

All teachers attended the Information Communication and Technology days facilitated by the CSO and held at Gateshead. Teachers attended a variety of workshops and shared their knowledge at following staff meetings.

CSO Education Officer visited to inservice staff on the National Curriculum, its contents and the timeline for its implementation.

During Term 2 a CSO Education Officer facilitated the analysis of NAPLAN data and guided staff through the interpretation of the data, the issues raised.

Teacher Attendance

The average teacher attendance rate for this school is 95%.

Teacher Retention

The teacher retention rate from 2011 to 2012 was 100%. A temporary teacher was employed for a teacher on leave for twelve months.

Enrolments

Actual Enrolments 2012

<table>
<thead>
<tr>
<th>Scholastic Year</th>
<th>Number of Students</th>
<th>Attendance Rate %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>41</td>
<td>91.46%</td>
</tr>
<tr>
<td>Year 1</td>
<td>49</td>
<td>93.20%</td>
</tr>
<tr>
<td>Year 2</td>
<td>48</td>
<td>93.70%</td>
</tr>
<tr>
<td>Year 3</td>
<td>43</td>
<td>92.71%</td>
</tr>
<tr>
<td>Year 4</td>
<td>51</td>
<td>92.58%</td>
</tr>
<tr>
<td>Year 5</td>
<td>34</td>
<td>88.87%</td>
</tr>
<tr>
<td>Year 6</td>
<td>42</td>
<td>91.04%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>302</strong></td>
<td><strong>92.51%</strong></td>
</tr>
</tbody>
</table>
**Student Attendance**
The average student attendance rate for students at this school during 2012 was **92.51%**.

**School Priorities**

**Achievement of School Priorities**
To continue to develop Scope and Sequences in all KLA’s to ensure coverage of BOS syllabus requirements.

In 2012, we have continued the focus for achievement of school priorities on consolidating knowledge and expertise in providing for student needs. This continues to be an ongoing commitment by all teaching and support staff, achieved by increasing proficiency in analysing and using data to enable effective target areas that address improved learning outcomes for all students. In particular, our major focus was to raise achievement levels for all students in Literacy and Numeracy.

**Facilities**
The building project for the school was completed and all new facilities are being well utilised. The playground has new play equipment donated by the P & F. All of these new additions have enhanced the learning environment for students and staff. The school now has 13 classrooms, a hall, canteen and a separate library.

**Community Satisfaction**
I just wanted to congratulate you and all the staff and students for a lovely ceremony this morning! It was so well organised and rehearsed and ALL the children were impeccably behaved. They truly are a credit to you and the staff as they are beautiful, respectful, confident and well behaved boys and girls. It is a pleasure to be a part of this community. I feel so proud and honoured that you have invited me to be involved.

My husband and I would like to thank you all for the great work you do throughout the year whether it be in the office, the canteen, library and of course the classroom. We have been very impressed with the hard work and dedication of the staff. What a great team you have.

You have created a community of children who understand what it is to be kind and empathetic.
We are very impressed with the way the school is moving ahead educationally.

**Financial Information**
The following graphs represent the income and expenditure for St Michael's Primary School, Nelson Bay for the school year ending 31 January 2013 as aggregated from the annual returns to the Australian Government's Department of Education, Science and Training.
Concluding Statement

St Michael’s Primary School Nelson Bay is proud of its heritage and of its position in the Port Stephens community. This Annual Report is a reflection of the achievements and activities undertaken in 2012.
Report Access and Publication

This report is available to members of the school and wider communities. Copies will be supplied to the Catholic Schools Office, The Board of Studies, The Parents and Friends Association, the Parish Priest and to all parents.

Copies of this school's Annual School Report are available to the general public. Persons wishing to access a copy of the report should contact:

Helen Bourne  
Principal  
St Michael's Primary School  
12 Sproule Street  
NELSON BAY NSW 2315  
(02) 4981-1111

For further information relating to the Diocesan Policy please refer to: http://mn.catholic.edu.au