



St Stephen's School, Pittsworth

Catholic co-educational primary school

Diocese of Toowoomba

Annual report 2018

Address	PO Box 285 22 Murray Street Pittsworth QLD 4356		Phone number	07 4693 1627	
email	pittsworth@twb.catholic.edu.au		Principal	Janine Butlin	
Year levels	Prep-Year 6		Enrolment	151	
Co-educational or single sex				co-educational	
Boarders	no	Outside hours school care	yes	Vacation care	no
Contact person for information about the school and school policies			Janine Butlin		

The school's mission

Our Vision is *Strive for Success, Celebrate our Spirit* and our Mission is to align all we do in our school in the academic, spiritual, social, cultural and physical to develop the potential of all our students.

St Stephen's School was established in 1916. It is a systemic school within the Diocese of Toowoomba. It is staffed by a team of fully qualified, professional teachers, assisted by dedicated school officers including teacher aides, library and administration assistants. St Stephen's has an excellent record in curriculum development and implementation, and this is reflected in the strong development of our student's knowledge base.

Distinctive curriculum offerings

The scope of subjects includes Mathematics, English, Science, Geography, History, The Arts, Information Communication Technologies, Health & Physical Education and LOTE. St Stephen's Catholic School implements ACARA and QCAA documents and the Toowoomba Religious Education Program as per Diocesan Guidelines and support.

Learning Area Programs are developed and teachers integrate subjects where possible. Each unit of work is planned by the classroom teacher using the Diocesan Learning Profile tool with opportunities for collaborative planning through the Professional Learning Team meetings.

Adjustments are made to cater for individual differences, preferences and needs.

The school uses a variety of tracking and assessment techniques including the NAPLAN tests for Years 3 and 5, whole-school testing using PAT R and PAT M, PM Benchmarking, SWST (Single Word Spelling Test), Probe, Phonological awareness screener in prep, sound and letter knowledge assessment and high frequency word assessment along with school based moderation of writing and reading using our Data Wall. Moderation occurs each term for writing samples and PM benchmarks and Probe data through our Professional Learning Teams.

Student progress is reported to parents formally twice per year through report cards and informally across the year through meetings, open days and classroom displays.

Parent/teacher interviews are offered twice per year. Parents are encouraged to visit the school at any time to discuss the progress of their children or other matters they wish to have clarified.

Extra-curricular activities

Students enjoy a wide number of extra-curricular activities, which include

- ICAS testing
- Under 6's day
- learn to swim programs at local pool complex
- class excursions – Prep to Year 6
- Book Week 'Dress Up'
- Sporting opportunities which include Cross Country, the Athletics Carnival, the Gore Highway Carnival and interschool sport for Years 4-6
- Catholic Education Week – Touch and Netball Carnival
- Leadership Day (Year 6)
- Pittsworth Early Year's Network
- Beauaraba Lodge visits – interaction with residents and mass
- MacKillop Club
- Tee Ball gala day
- Year 5/6 camp – Tallebudgera Camp
- instrumental music lessons
- choir – performing for volunteers
- celebrations such as the Leader's Mass at the beginning of the year, Family Masses with the Parish each school term, Catholic Education Week and the Mary MacKillop Mass
- buddy classes where Year 6 students take on the role with Preps and each have a buddy; students interact on the playground and various times throughout the year
- Year 6 leadership program in which Year 6 students lead whole school celebrations, speak at official functions, meet and guide visitors around the school during Open Day
- participation in the local show
- Sing-out
- Hansel & Gretel Opera

- African Drumming
- Toowoomba Regional Council – Excursion

The emphasis at St Stephen's is on participating and 'having a go' - to Strive for Success and celebrate our spirit. Our purpose is to enable each and every student to recognise and reach his or her own potential and to develop spiritually, emotionally, academically, physically, socially and culturally. Individual achievements have been acknowledged on assemblies, at thanksgivings and through the school newsletter.

Other learning and participation opportunities include

- Lenten and Holy Week Liturgies
- Mission Week activities and liturgy
- celebration of Mary MacKillop - school founder
- local ANZAC day march
- visits to Beauaraba Living Aged Care Facility
- Mass attendance at Beauaraba Living Aged Care facility
- class liturgies
- visits by representatives of various sporting groups to work with students
- visits by performing artists for class and group teaching/learning sessions and performance at whole school concert
- end of year Christmas concert
- patronal celebrations.

Social climate (including pastoral care and student behaviour support)

St Stephen's School has an open and welcoming atmosphere. The Parents and Friends Association (P&F) has a Social Events Committee which organises barbecues, farewell celebrations and celebrations within the school and wider community. It also has a group of parents who take care of the school and parish grounds.

St Stephen's has a Behaviour Support Plan. This procedure sits underneath the Toowoomba Catholic Schools Office Student behaviour support policy and Formal student behaviour sanctions procedure. Other domains include values and expectations at St Stephen's, School Behaviour Matrix, Zones of Regulation, Learning Ladder, Consequences of Intervention, Flowchart for repeated behaviours, bullying and cyberbullying and Behaviour management strategies.

At St Stephen's School we have the expectation that everyone is treated with respect and dignity. We will not tolerate bullying. Everyone has the right to feel safe and valued and it is everyone's responsibility to ensure that this happens.

The aim of the School behaviour support plan is to ensure that pupils at St Stephen's School learn in a supportive, caring and safe environment without fear of being bullied.

A copy of the School behaviour support plan and processes is available on the school website.

Characteristics of the student body

St Stephen's caters for students from Prep to Year 6. Enrolment numbers allow for close interaction between staff, students and parents. Our staff nurture a climate of meaningful learning, love, security and personal interest in each student. The school community has approximately 91 families who live both in the township and in the surrounding districts – 42 students use bus transport.

Parent/carer involvement

The P&F is a vibrant and active group of willing and dedicated parents who play an active part in the life of the school through raising valuable funds, providing important physical support in the form of working bees, assistance in classes, working in the library, operating the school tuckshop and working at school functions by organising and catering. The P&F Levy has meant that the group has developed a strong social basis for most of its activities.

The School Board supports the school in decision-making processes and policy development. The P&F, the School Board and the staff work closely together for the overall betterment of the school.

St Stephen's is noted for parent support and has a significant level of parent involvement within the school community. Volunteer help is vital for our reading and literacy groups, numeracy activities, Prep helpers, liturgical celebrations, assemblies and major sports events.

School income by funding source

School income reported by the financial year accounting cycle using standardised national methodologies and broken down by funding source is available via the *MySchool* website at www.myschool.edu.au.

Staff

Workforce composition

	Total teaching staff	Total non-teaching staff	Indigenous staff
Headcount	13	10	1
Full-time equivalents	9.6	3.6	0.3

Teacher qualifications

Qualification	% of teaching
Doctoral / Post-Doctoral	0%
Masters	23%
Bachelor Degree	69%
Diploma	8%
Certificate	%

Average staff attendance

96.5%

Staff retention

87%

Professional Development (participation and expenditure)

2018 School Budget Allocation: \$9,569

The following information is an overview of staff participation in professional development at St Stephen's for 2018.

- Literacy Solutions
- Reading Improvement Strategy 4-6
- Reading Coach
- Planning for Personalised Learning
- NCCD Information & Moderation Sessions
- Lighthouse Schools (Numeracy)
- Zones of Regulation
- School Renewal Improvement Process
- ATSI Plan

Student attendance

Average whole of school student attendance rate (expressed as %)

92.3%

Student attendance for each year level (expressed as %)

Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Average student attendance rate
91.5%	90.6%	91.5%	92.7%	92.5%	94.8%	92.5%	92.3%

Description of how non-attendance of students is managed by the school

Student rolls are marked electronically each morning and afternoon by teachers. Parents ring on the morning a student is going to be away and the administration staff enter the date straight into the system. Student absences are marked as 'unexplained' until a parent contacts the school or sends a note. The Administration Officer rings the parent if there are any unexplained absences. If regular unexplained absences occur the parents are contacted and a meeting with the principal is arranged.

National Assessment Program Literacy and Numeracy (NAPLAN) results

Year 3 test results				
Focus	Our school average	State average	National average	Percentage of students at or above the national benchmark
Reading	420.2	429.9	433.8	94.7%
Writing	370.8	397.7	407.1	9.7%
Spelling	394.1	410.8	417.6	89.5%
Grammar and Punctuation	441.1	429.4	431.8	94.7%
Numeracy	383.3	399.2	407.7	94.7%
Year 5 test results				
Focus	Our school average	State average	National average	Percentage of students at or above the national benchmark
Reading	505.5	506.1	509.3	95%
Writing	474.5	454.0	464.7	95%
Spelling	474.6	496.5	502.4	95%
Grammar and Punctuation	508.7	501.0	503.8	95%
Numeracy	497.9	487.5	494.0	100%

Parent, staff and student satisfaction

Each year St Stephen's engages in data gathering from parents, staff and students to assist it in evaluating the effectiveness of its educational program.

Materials provided by Research Australia Development & Innovation Institute (RADII) are used. Part of the RADII process is the collection of data regarding the overall satisfaction of parents, staff and students. Overall satisfaction responses for 2018 are shown below.

Parents

93% of parents satisfied with children's educational progress at the school.

85% of parents satisfied that school's educational program enable children to learn.

Staff

100% of staff satisfied overall with educational progress of students.

100% of staff satisfied that school's educational programs enable students to learn.

Students

84% of Years 5 - 6 students satisfied with their learning at this school.