



ST FRANCIS OF ASSISI CATHOLIC PRIMARY SCHOOL

Grow in Wisdom and Love

Annual Report 2020



Humpty Doo



ST FRANCIS OF ASSISI CATHOLIC PRIMARY SCHOOL

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CONTENTS

PRINCIPAL MESSAGE.....4

SCHOOL PROFILE.....5

 Vision and Mission.....6

OUR STAFF7

 Staffing Information7

 Staff qualifications8

 Professional Learning 9

OUR STUDENTS 10

 Pastoral Care and Wellbeing 10

TEACHING AND LEARNING 11

 National testing 11

 Annual goals 11

2020 HIGHLIGHTS12

GENERAL INTEREST ITEMS14

 Early Learning Centre14

FINANCES, FACILITIES and RESOURCES15

WH&S15

FINANCIAL SUMMARY16

PARENTS AND COMMUNITY17

 School Board17

 Parents and Friends Association17

 Parental Feedback18

ENDORSEMENT19

PRINCIPAL MESSAGE

It is with pleasure that I present the 2020 St Francis of Assisi Catholic Primary School Annual Report. St Francis of Assisi Catholic Primary School prides itself on the relationship it has within the community and works in partnership with parents to provide the best educational outcomes for all students. This Annual Report outlines the significant activities and achievements for this year.



2020 was a challenging year for everyone with the Covid-19 pandemic gripping the world. Border closures, lockdowns and social distancing measures putting a strain on our students, staff and families and impacting us emotionally and financially. However, with all the challenges that the pandemic may have presented, there have been many triumphs throughout the year which need to be considered and celebrated.

Many of our celebrations and activities were either cancelled or presented in other forms, however, our community continued to display humanity, kindness and courage for others around the world in particular Australia with the Student Council Representative organising and coordinating fundraising efforts for the families impacted by the horrific bushfires at the beginning of the year.

In times of need our school values of respect, courage and justice were witnessed. Students, staff and parents were very much taken out of their comfort zone when they were upskilled very quickly in the preparation of remote learning and the use of new learning platforms. Fortunately, for us in the Northern Territory, we did not need to embrace this different form of learning.

The decision was also made by the State, Territory and Federal Education Ministers not to proceed with NAPLAN due to the ongoing impacts of COVID-19.

We are very proud of our open and welcoming relationship we have with our community. However, with the pandemic our families and friends had to make adjustments with not being involved in the school in a way that we had been accustomed too and I would like to thank the parents and friends for their patience and understanding in this matter.

These achievements would not have been realised without the support and participation of all members of the school community. My thanks to the unwavering support of the School Board, the wider community, Parish community and the Catholic Education Office.

This Annual Report provides the opportunity to reflect on the year just passed and to celebrate the achievements of our community. I would also like to thank and acknowledge our students, staff and parents for their individual and collective contribution to our school and look forward to continuing to work together and celebrate our achievements.

Melanie Bolwell

Principal

SCHOOL PROFILE

St Francis of Assisi Catholic Primary School was established in 1997 to serve the needs of a growing population in Darwin's rural area. It is the only co-educational Catholic Primary school in the rural area, catering for students in Transition to Year 6. Our student population is drawn from across the rural area including as far south as Batchelor, east to Corroboree and west to Berry Springs. Students within our school community come from a diverse range of ethnic and socio-economic backgrounds.

An Early Learning Centre is also located on the school grounds. It is an integral and important part of the school community working in partnership with the school, sharing facilities and resources. The Early Learning Centre provides long term day care for two to five year olds, including a preschool program within the service.

Our School works collaboratively with families and the celebration of God's love is at the heart of St Francis' school life. The Catholic ethos and traditions are cherished and promoted and the school is an integral part of St Francis of Assisi Parish. The School logo shows children with a caring adult. The adult figure may be seen as representative of the relationship of us all with our loving God. The stylised cross is symbolic of our Christianity and the leaves of the Livistona Palm remind us of our rural setting. Our motto is indicative of what we all hope for our children; that they may 'Grow in Wisdom and Love'.



Our Vision

St Francis of Assisi Catholic Primary School, in partnership with parents, provides a Christian environment where children are educated to take their place in the Church and society.

- Courage
- Respect
- Justice

Our Mission

St Francis of Assisi Catholic Primary School aims to allow each person to achieve their full potential in a Christian Community which values justice, respect and courage.

Our Prayer

Peace Prayer of St Francis

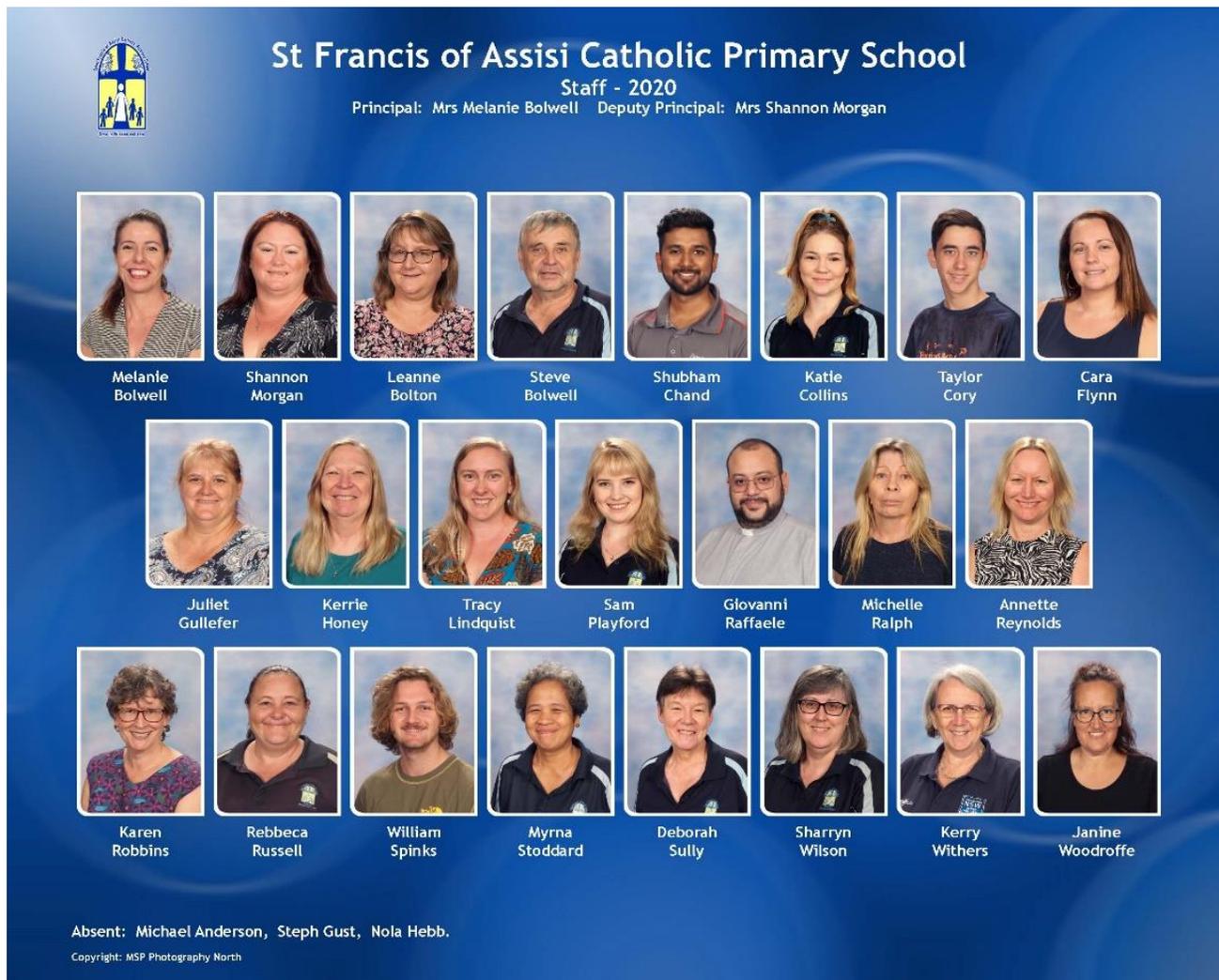
Lord, make me an instrument of your peace:
where there is hatred, let me sow love;
where there is injury, pardon;
where there is doubt, faith;
where there is despair, hope;
where there is darkness, light;
where there is sadness, joy.

O divine Master, grant that I may not so much seek
to be consoled as to console,
to be understood as to understand,
to be loved as to love.

For it is in giving that we receive,
it is in pardoning that we are pardoned,
and it is in dying that we are born to eternal life.
Amen.



OUR STAFF



St Francis of Assisi Catholic Primary School
Staff - 2020
Principal: Mrs Melanie Bolwell Deputy Principal: Mrs Shannon Morgan

Melanie Bolwell	Shannon Morgan	Leanne Bolton	Steve Bolwell	Shubham Chand	Katie Collins	Taylor Cory	Cara Flynn
Juliet Gullefer	Kerrie Honey	Tracy Lindquist	Sam Playford	Giovanni Raffaele	Michelle Ralph	Annette Reynolds	
Karen Robbins	Rebecca Russell	William Spinks	Myrna Stoddard	Deborah Sully	Sharryn Wilson	Kerry Withers	Janine Woodroffe

Absent: Michael Anderson, Steph Gust, Nola Hebb.
Copyright: MSP Photography North

Staffing Information

The school has 7 teachers, including the Principal, Deputy Principal, Religious Education Coordinator, part-time Inclusion Support and Release teachers. The Admin staff consists of a full-time Admin person and Finance Officer, and a part-time book keeper for the Early Learning Centre (ELC) and Out of School Hours Care(OSHC) program. There are 5 Inclusion Support Assistants (ISAs) and a Library Technician. A play therapist visits our school for one day per week. The school is cleaned and the gardens and grounds are maintained through contractors.

Our Early Learning Centre (ELC) continues to work collaboratively with the school. The school Principal is also the Nominated Supervisor of the ELC. On the floor in the Centre there is an Assistant Director and an additional six other educators.



The Canteen Manager continues to be full-time and works for both the school and ELC on a 60-40 basis.

Our Out of School Hours Care (OSHC) program is licensed and caters for 50 students from 7:00am until 8:00am and then from 2:50pm until 5.45pm each school evening. Three educators were employed in the OSHC for the year. In 2020 St Francis of Assisi OSHC program trailed vacation care during the October school holidays. It was well received by the families and has now been established as a permanent service to the OSHC program.

Summary of staff profile:

Summary of teacher qualifications:

	Head Count	FTE		Bachelor or degree equivalent	7 (100%)
Teaching staff		6.7		Post graduate qualifications	1 (14%)
Non-teaching staff	12	9		Other qualifications	5 (71%)
Total	19	15.7		Number of staff with Advance Skills certified	1 (14%)

All staff hold a valid working with children card. All teaching staff are registered with the NT Teacher Registration Board.



Staff professional learning:

The challenges that 2020 had on schools and other organisations in regards to providing professional learning for staff brought about initiative opportunities including online and zoom.

The Digital Technologies in focus project with ACARA from 2017 came to an end in December 2020. The project's title for St Francis of Assisi was to demystify the digital technologies curriculum.

Our aims included:

1. To implement the Digital Technologies into our curriculum at SFAS with meaningful and authentic learning opportunities.
2. To break apart our current school scope and sequence and link authentic teaching and learning opportunities from the Digital Technologies curriculum with what we currently teach, across multiple learning areas.
3. To understand what the Digital Technologies elaborations look like in the classroom environment.

The project was very successful with all staff at the time having participated in the Digital Technologies CSER MOOC courses through the University of Adelaide. Evidence of digital technologies was also found in teachers programs and planning.

In 2020 we reviewed our whole school approach to writing. After reviewing our writing data we identified the need to implement a whole school approach. Researching a number of approaches and utilising the experience and knowledge of the staff, the decision was made to implement the Lisa Keskinen model to writing. This involves teachers modelling writing, spelling and editing, whole class sustained silent writing on any genre, authors chair, focus students and feedback. Moderation and evidence collected at the end of the year identified an improvement across all areas of writing.

The continued practise of Professional Learning Communities (PLC) created opportunities for staff to work in collaborative teams to achieve a common goal around teaching and learning. After the completion of the Maths Assessment Interviews (MAI) throughout the school; the staff focus for the PLC was number.

Other professional learning opportunities that staff engaged in included

- Catholic Story
- Age Appropriate Pedagogies
- Digital Technologies Workshop Primary
- Network meetings
- Making Jesus Real
- Unpacking the sacraments
- How to preparing for a liturgy and/or a mass
- THRASS
- First Aid Training
- Work Health and Safety Compliance Training

OUR STUDENTS

Student enrolment at August 2020

Year level	T	1	2	3	4	5	6	Total
Girls	7	7	5	6	6	6	7	44
Boys	5	7	8	6	4	4	9	43
Number of students	12	14	13	12	10	10	16	87

Indigenous Students enrolled: 19

Indigenous Students Attendance: 94.7%

Attendance rate for the year: 90%

The school policy for the management of non-attendance involves initial contact for short periods of non-attendance being followed up by the admin staff and/or the classroom teacher through class dojo, phone calls or emails.

Meetings with a member of the leadership team are arranged with families if there are prolonged or a pattern of absences to negotiate a supported return to school. This is to support families and minimise the impact of a student's absence on their learning.

Pastoral Care and Wellbeing

In 2020 our goal was to implement a school wide pastoral care and social emotional program that promoted wellbeing in students and a sense of belonging and connection. We also reestablished our fortnightly pastoral care groups, integrating the 'Making Jesus Real' philosophy.

We continued to access the Inclusion Support consultant from the Catholic Education Office on a regular basis. Working very closely with St Francis' Inclusion Support Coordinator diagnosing any learning issue/s with students in our School. The School play based therapist (Play Therapy Northern Territory) has also been a valuable part of this team.

The school encourages student leadership within the community; roles include School Captains, Sport Captains and SRC representatives (Student Representative Council).

In 2020 the Year 5 student's leadership program continued. This gave the students the opportunity to learn and develop leadership skills and qualities which they will be encouraged to implement in the following year.

TEACHING AND LEARNING

Teaching and Learning at St Francis of Assisi Catholic Primary School is based on the Australian Curriculum. Our Diocesan Religious Education program 'Journey in Faith' is followed in all classes from Transition to Year Six. 2020 saw all of our classes' implementing the new 'Journey in Faith Units'.

Learning progress is reported to parents using a five point scale for each learning area. This is undertaken twice a year according to Federal Government legislation and Diocesan requirements. Provision is also made for parents to discuss with class teachers the nature of the report. The staff assessed and reported to parents using the Australian Curriculum Achievement standards.

A number of our students attract Federal Government funding for inclusion support. Our Inclusion Support Coordinator assists class teachers to prepare Educational Adjustment Plans (EAPs) for these students. These are then discussed at specially arranged parent meetings throughout the year. This approach allows students to be engaged in learning experiences that will specifically meet their needs. The ISA's in the school, work to the needs of the students; this may involve inclusion work in the class, one to one withdrawal or small groups.

Teachers include a variety of assessment strategies in their teaching programs to provide multiple sources of information about student progress and achievement. External assessment results (NAPLAN) are sent to families at the end of term 3. Student progress is communicated to parents on a regular basis through parent/ teacher interviews, evidence of Learning folders and academic reports.

National testing

In 2020 the National Assessment Program for Literacy and Numeracy, commonly known as NAPLAN did not proceed due to the ongoing impacts of COVID-19. St Francis of Assisi continued with their rigorous school base assessment schedule.

Annual goals

The 2020 action plan included goals;

- Develop our Windows into Learning
- New staff Professional Development on ClassDojo
- Create a visible hexagonal curriculum map for the year
- Create pre-assessment and post-assessment for each unit
- During learning students receive descriptive feedback from the teacher and peers
- Students are taught and regularly use self-assessment skills to monitor their progress
- Teaching strategies (pedagogy) are stimulating, motivating and appropriate to the students' contexts and prior learning
- Students are actively involved in the design, delivery and assessment of their learning
- Implement the new Journey in Faith units
- Contemporary strategies on how best to assist students with different special needs



2020 HIGHLIGHTS



A particular highlight for St Francis in 2020 was the Colour Fun Run. This event was part of our Feast Day celebrations and a very successful fundraising event for our Parents and Friends Association.

We were able to enjoy a number of excursions, incursions and visitors to the school. These included the;

- Red Cross Pillow Project
- Darwin Entertainment Centre; The Tree House story
- Parliament House
- Museum and Art Gallery of the Northern Territory
- Territory Wildlife Park
- Life Ed Van
- Catholic Schools Public Speaking
- PARRS
- Gymnastics offered by outside sporting clinic agencies

Our annual events that are part of St Francis of Assisi's culture were also celebrated and these included;

- Celebrating the Feast of St Francis
- Celebrating Shrove Tuesday with the whole community
- Whole School and Class Masses, Liturgies and celebrating our faith and community
- Celebration of the Sacraments with the Parish



- Transition Orientation
 - T-2 Swimming program
 - Choir singing at the Rural Christmas Carols via facebook
 - Remembrance Day Liturgy
 - Book Week Parade-Reading is my Secret Power
 - Science Week
 - Literacy and Numeracy Week
 - Sports Carnival
 - World Teachers Day
- Other events included;
- Music; Count Us In
 - Year 6 Graduation
 - Tennis program with NT Tennis
 - MacKillop Catholic College Instrument program



GENERAL INTEREST ITEMS

Early Learning Centre

St Francis of Assisi Early Learning Centre (ELC) offers an educational care program for children aged two to five. It is a small, family orientated, high quality accredited centre with qualified and experienced staff.

The centre provides modern facilities in a lovely bush setting within a safe environment. The centre has access to school resources and activities such as the library, computers, assemblies and school banking.

The service also participates with the school to celebrate significant events and celebration. These include Easter and Christmas, Harmony Day, Sports day and school concerts

The centre implements the Early Years Learning Framework/Emergent Curriculum and offers a Preschool program.

In 2020 the service received grant funding. These included

- Long Day Care Upgrade grant
- Toy and Equipment Grant



FINANCE, FACILITIES and RESOURCES

In 2020 a partnership between St Francis of Assisi Catholic Primary School and Danihers, a facility management business, was created to support the school in their cleaning and maintenance management requirements.

Another significant investment for the school in collaboration with the Catholic Education Office of the Northern Territory was its marketing and media campaign.

Other projects for 2020 were the

- Painting of the Assembly Area
- Smart interactive boards for three classrooms
- Installation of security cameras throughout the school grounds
- Upgrade of the Library furniture

Within Technologies we continued to maintain our resources and facilities available at the school. Interactive whiteboards and projectors have been replaced with inactive smart boards. Purchase of new desktops for admin block were made. Air-conditioners were replaced in the Early Learning Centre. The shade sail was replaced over the playground equipment and the whole schools phone system was upgraded.

WH&S

Work Health Safety at St Francis in 2020 saw many challenges due to COVID-19. The WHS committee met in March and discussed the Key Performance Indicators:

- Chemical Management Review
- Staff Induction review
- Emergency plans review

We succeeded in reviewing our emergency plans and began our chemical management and staff induction reviews, however these were not completed due to the implementation of COVID Safe policies and procedures.

A summary of our progress in WHS is as follows:

- WHS Committee met once per term
- Emergency plans reviewed
- Action Plan completed and reviewed
- First Aid & CPR offered to all staff in Term 1
- Learning Manager training completed by all full time staff
- Risk Assessments reviewed to include consultative process with staff
- Bushfire plan completed
- Workplace checklists completed as per schedule and maintenance attended to



- COVID Safe practices introduced, including but not limited to:
 - Hand sanitisation for all students, staff and visitors (when permitted)
 - Touch-point and work station sanitisation regularly
 - Deep clean plans and procedures documented
 - COVID emergency pack prepared
 - Staff and student education on personal hygiene
 - Check-in station introduced for visitors

FINANCIAL SUMMARY

School income is derived from three sources: Australian Government, Northern Territory Government and other sources including parent contributions.

The school's main expenditure is on staff salaries. Projects and programs that received special funding in 2020 included:

- Sporting Schools
- Sporting Schools plus
- \$4\$
- Container Deposit Scheme
- Data Informed Practitioner Project
- ACARA Digital Technology Project
- School Hygiene Assistance
- Choice and affordability
- Cash flow boost
- SWD

We have continued our efforts with the fee collection rate; hence our ability to purchase the many resources purchased throughout the year.

Our Finance Officer prepares monthly financial reports for the Catholic Education Office. These are also presented to the monthly School Board meetings. We had an independent audit by KPMG at the start of year. The report and recommendations were presented at the School Board Annual General Meeting. At the end of year budget meetings for 2021 were held with the CEO Finance Staff and Deputy Director - School Services.





PARENTS AND COMMUNITY

Our parents and the wider community are integral to St Francis of Assisi. Our vision statement refers to 'working in partnerships with families.' Throughout 2020 the community provided events and activities to strengthen these partnerships.

These included

- Parent information evenings
- Father's Day breakfast
- Assemblies
- Masses and liturgies
- Sports Day
- Colour fun run
- Art Show
- Movie night and disco

School Board

St Francis of Assisi's School Board is made up of the Parish Priest, Principal, Chairperson, Teacher representative, Parish representative, Parents and Friends representative and four parent representatives.

The school board met regularly throughout the year via face to face meetings or zoom. The School Board provided valuable support and advice to the principal particularly in matters related to finance, policy ratification, and general discussions.

We thank board members for their faithful support of the school.

Parents and Friends Association

In 2020, the P&F supported the school in the upgrade of the playground equipment throughout the school. Overall \$10,012 was raised throughout the year.

Parents are regularly involved with the students as helpers in the classroom and helping with specific jobs. They also assist with the coordination of the following fund raising events:

- Mother's Day Stall
- Father's Day Stall
- Easter Raffle
- Christmas Raffle
- Art Show
- Disco
- Sports Day Café
- Colour fun run



- Berry Springs Market BBQ
- Second hand book stall
- Movie Night
- Harmony Day lunch

Parental Feedback

Through our parent survey the overall feedback from the community included;

Strengths

- Our school has a strong sense of Catholic identity.
- The School values of justice, respect and courage are evident in school policies and practices, and in day-to-day life.
- Pastoral care and wellbeing of students is valued by the School.
- Teaching and learning activities are relevant and engaging for their children.
- School offers a wide range of opportunities for parents to be involved in the school community.
- School buildings are well maintained.

Areas for improvement

- Feedback to families in regards to child's progress being timely and relevant
- School giving parents and caregivers the opportunity to make suggestions and provide feedback

The results from the parent and student surveys will allow St Francis of Assisi Catholic Primary School to use the information to inform our school's strategic plan as we continue to strive to work towards delivering quality education to our students.





ENDORSEMENTS

Mrs Melanie Bolwell
Principal

4/6/2021

Date

Mrs Diane Relton
School Board Chair

04/06/2021

Date

Mr Greg O'Mullane
Director Catholic Education
Northern Territory

7/6/2021

Date



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