



# St Mary's School Malvern East

## 2022 Annual Report to the School Community



Registered School Number: 1024

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## Minimum Standards Attestation

**NOTE:** The School's financial performance information has been provided to the Australian Charities and Not-for-profits Commission (ACNC) and will be available for the community to access from their website at [www.acnc.gov.au](http://www.acnc.gov.au)

## Governing Authority Report

In 2022, Melbourne Archdiocese Catholic Schools (MACS) delivered its inaugural strategic plan, *MACS 2030: Forming lives to enrich the world*.

At the heart of this bold and ambitious strategic plan is a common purpose - "Forming lives of faith, hope and love in the light of Jesus Christ" - that gives MACS and its network of schools a common direction.

This new purpose speaks to the role of our schools as a place for students and their families to encounter the living God who in Jesus Christ reveals his transforming love and truth.

The strategic plan also establishes a common vision, "Every student is inspired and enabled to flourish and enrich the world", and outlines the initiatives that will make our purpose and vision real across four pillars:

- Inspired by faith
- Flourishing learners
- Enabled leaders
- Enriched communities

These four pillars are foundational to the distinctive educational experiences we offer. Our common purpose and vision will guide and sustain the high-quality Catholic education our 16,000 dedicated staff continue to provide to the 113,000 young people in our care.

Alongside the strategic plan, School Advisory Councils are now in place to engage parents, communities and parishes in the life of the school and provide support to principals on school matters. Combined with a strong focus on Working Together in Mission with our Parish Priests, this will ensure that we unite around our common purpose.

Enrolments continue to increase in the growth areas of Melbourne's north and west where MACS opened two new primary schools. MACS was also excited to welcome a well-established combined level primary/secondary school in Malvern into our organisation.

We are very grateful for the support we have received from some 300 school communities throughout 2022. We look forward to further strengthening those partnerships as we work together to deliver an education that inspires young people to enrich the world.

Yours sincerely

Edward Simons

Acting Executive Director

Melbourne Archdiocese Catholic Schools Ltd

## Vision and Mission

### Vision

At St. Mary's Malvern East we are all responsible for being a welcoming, inclusive Foundation to Year 6, Catholic community.

Through respectful partnerships, we strive for excellence and take action in a contemporary world.

### Mission

Our aim is to foster the formation and growth of the whole person within a faith filled, safe and respectful environment.

We do this by...

- Living our Faith through action,
- Knowing, nurturing and challenging every child,
- Striving for excellence, innovation and inclusion in teaching and learning,
- Promoting positive partnerships.



## School Overview

St Mary's is a Foundation to Year 6 school, situated in Malvern East. Archbishop Mannix laid the foundation stone for the school in 1918 and the Brigidine Sisters were the first leaders of St Mary's School.

Over the years, St Mary's School has undergone many changes and improvements with building works and extensions. Our facilities include a variety of flexible learning spaces, dedicated Library, large Hall for sports and community gatherings, and dedicated Visual Arts and STEM, eLearning areas.

St Mary's School has a committed and innovative staff who strive for excellence in every area of the curriculum. The students are motivated and conscientious and achieve high results at a state and national level. St Mary's School prides itself on the education of the whole child and enriches the core curriculum with specialist subjects such as Mandarin, Visual Arts, Music and Physical Education.

St Mary's School is strongly supported by the parent and parish community. At St Mary's School we recognise and develop the potential of each person as a unique individual, and embrace a shared understanding that God's love and Christ's teachings are at the centre of our values and beliefs.

**Our strategic intent is to implement contemporary, high quality learning and teaching practices to ensure every student thrives.**



## Principal's Report

It is with enormous pride that I reflect on the exceptional levels of success in 2022 demonstrated by students, staff and parents. This achievement deserves additional merit when we understand that it exceeds previous levels of success and is borne out of our first full year of 'onsite' learning after Covid-19. The history we have of strong partnerships, locally and regionally, has been critical to this accomplishment. Of equal importance is our work in using evidence based practice across all aspects of school life. It also must be emphasised that our achievements are a tribute to the staff and the school's leadership team who work tirelessly to ensure excellence is synonymous with St Mary's School.

In order to maintain and build on the existing culture of success as described by the 2021 school reviewer that, 'St Mary's is both an exemplary and high performing school', specific areas of focus in 2023 will include:

- Reviewing and embedding feedback and metacognition strategies (High Impact Teaching Strategies - HITS)
  - Creating a scope and sequence of metacognitive strategies from Foundation to Year 6
  - Implementing learning sprints based on feedback and metacognition across all areas of the curriculum
- Utilising a range of protocols for staff to implement effective feedback practices
- Establishing a Years 3-6 Students Safety Committee
- Appointing a Kinder Liaison Leader to strategically assist in building and maintaining authentic connections with local kindergartens
  - Implementation of a Play Group
- Continuing to build secure pathways to secondary school colleges
- Implementation and completion of \$3m school refurbishment

To support this work we will continue to utilise existing partnerships with a range of institutions and consultants.

I wish to acknowledge the ongoing important roles that are played by a range of essential parent bodies in the life of St Mary's School. These include, our School Advisory Council who provide advice on the strategic direction for our school, our Parent Committee and various sub committees who do so much to support significant fundraising and the development of social capital, and our Parish Pastoral Council, who work to support Monsignor Stuart and our community in the implementation of the recently developed Ten Year Vision for the Parish of Holy Eucharist and St Mary's.

I am very excited about the possibilities that lie ahead as we work together and look to build on the exceptional success of recent years. I look forward to collaborating with you in 2023 and beyond, and thank you for your wonderful support; it is this support that makes St Mary's such a 'unique' place to be!

Yours sincerely

Shane Tobin

Principal



## Catholic Identity and Mission

### Goals & Intended Outcomes

#### Goal:

To embed initiatives which promote student voice and agency in learning, wellbeing, safety and social justice issues.

#### Intended Outcomes:

- Students will be valued and active decision-makers and innovators on matters of student learning, wellbeing, safety and responsibility.
- Establish new partnerships to further support the development of student voice and agency in local and global social justice issues.

### Achievements

#### Liturgies / Community Partnerships:

- The Principal, Mr. Shane Tobin, led a prayerful liturgy for staff on the first day back at school, thus providing an opportunity for staff connection.
- The Principal attended regular Parish Pastoral Council meetings, ensuring our respectful relationship remains at the forefront of all we do.
- A **whole school welcome Mass** was celebrated in the first week of the new school year which included the blessing of class candles.
- A Commissioning Mass for Year Five and Foundation students was held at which students were given the light of leadership and a small cross badge.
- The whole school celebrated the Feast of St. Patrick at a Mass.
- Reflection days for each of the Sacramental classes were held, ensuring our students were provided with meaningful opportunities to prepare for such significant milestones.
- The Sacraments of Reconciliation and Eucharist were celebrated with students and families in attendance.
- A series of Family Faith Nights were facilitated for students in Foundation, Year One and Year Two. These nights were well attended by families.
- A junior school family mass was celebrated on Palm Sunday followed by refreshments.
- Advent liturgies were led by different Year levels during December.
- Passion Plays were performed by Year Four and Five students and some younger students in the lead up to Easter.
- Students, staff and parishioners celebrated Shrove Tuesday by enjoying a feast of pancakes, provided by our Parent Committee.



- Foundation students performed a Nativity play for families in the final week of the year.
- Commemorative liturgies for Mother's Day, Father's Day, ANZAC Day and Remembrance Day were celebrated as a whole school led by various year levels.



- To celebrate the 60<sup>th</sup> Anniversary of Holy Eucharist Parish, St Mary's School welcomed Archbishop Peter Comensoli to the school for a tour, he also met and prayed with all students and allocated time in his schedule to meet with the school leadership team.
- Classes regularly attended Parish Masses, which continued to build our connection with the Parish.
- Altar servers were trained and attended various Masses throughout the year.
- Our annual Parish Feast Day was commemorated with a whole school Mass followed by a whole school incursion.
- When possible, groups of senior students served lunch at First Friday Mass to parishioners. This supports their learning in the classroom and builds on their understanding and experience of *being of service to others*.
- Monsignor Stuart Hall and the Religious Education Leaders from St Mary's and St. Joseph's Malvern came together to plan coordinated calendars for 2023 in order to facilitate greater whole Parish engagement.

### **Professional Learning:**

- Annual yearly overviews were completed by each year level to ensure the renewed curriculum framework would be covered.
- Staff worked collaboratively during a series of professional development sessions to refresh our school Mission statement.
- Some staff attended an Encountering the Sacred- Prayer Collective throughout the year, with two other schools; Holy Family, Doveton and St. Paul the Apostle South and facilitated by Melbourne Archdiocese Catholic Schools (MACS).
- Religious Education Leader attended the Southern Religious Education Leader Network days.

- Religious Education Leader attended two sessions facilitated by MACs staff regarding the use of Provocations in Religious Education.
- Staff explored the MACS Accreditation Policy and were shown how to update the TAP portal on CEVN to note their hours for the purposes of gaining and maintaining accreditation according to the policy. The TAP portal was updated to register all professional learning during 2022 and accreditation hours applied to individual staff profiles.
- Staff undertook professional development in the area of assessment and moderation in Religious Education.

### **Faith Development:**

- Monsignor Stuart Hall led a whole staff session about the Easter Triduum.
- Staff completed a workshop with a focus on the Ten Characteristics of Prayer.
- One staff member commenced Accreditation to teach Religious Education in a Catholic school.
- A whole staff closure day was held to facilitate faith formation through an exploration of the story of "The Road to Emmaus" facilitated by Mr. Michael McGirr.
- Weekly seasonal prayers were published in the staff and school newsletters. Individual staff prepared a prayer before Professional Learning meetings.
- Staff learnt about the practice of Christian Meditation and explored a resource for introducing students to the practice in classrooms.

### **Social Justice:**

- Project Compassion fundraising occurred in each classroom throughout Lent, including a very successful Colour Run event which raised significant funds for Caritas.
- Fundraising initiatives led by the school Student Representative Council.
- Easter raffle donation of hampers for St. Mary's Care families.
- Feast of the Sacred Heart food donations were raised by senior students.



### **VALUE ADDED**

As above.

## Learning and Teaching

### Goals & Intended Outcomes

#### Goal:

To use research, evidence informed and consistent pedagogical practices to implement high quality learning and teaching that enables every student to thrive.

#### Intended Outcomes:

- Teachers and students will use two-way feedback to enhance student learning and teacher practice.
- Students will utilise metacognitive strategies to improve awareness of their own learning, to self-regulate and sustain motivation to learn.

### Achievements

- Acknowledged National Reconciliation Week. *“Be Brave. Make Change”* was the theme this year, and it challenged us all to Be Brave and tackle the unfinished business of reconciliation so we can Make Change for the benefit of all Australians.
- All curriculum leaders attended regular Network sessions facilitated by Melbourne Archdiocese Catholic Schools (MACS) staff, including the School Wide Improvement Framework (SWIF) network meetings.
  - Our English Leader presented a story of practice at the Literacy Leader session for the Southern Network in Term 4.
  - Our Mathematics Leader shared St Mary’s stories of practice in Mathematics at Southern Region Mathematics Networks.
- Our Enrichment Program continued throughout the year, whereby a range of students from Year 1 to Year 6 were selected, based on data, to take part in a range of enriching activities and competitions, including by not limited to, Dorethea MacKellor Poetry, ATOM Photography and the Australian Catholics Young Journalist competition. These enriching experiences provided authentic opportunities for students to further develop skills in a range of areas such as photography and poetry writing.



*These three photos were taken by three students who were announced as finalists in the ATOM Photography competition at the end of 2022.*

- Another aspect of our Enrichment Program was the continuation of the student newspaper, 'The Mary-Go-Round', where a number of students contributed a range of articles that were published in the newspaper. The Mary-Go-Round has become an integral part of the programs being offered here at St Mary's.
- Our Camp Programs for students in Year Three to Year Six were once again well received. Year Three enjoyed an overnight experience at Camp Manyung in Mount Eliza, Year Four spent two nights at Lady Northcote, while our Year Five students experienced three nights in Ballarat, touring Sovereign Hill.

### STEM Inquiry:

- All teaching staff were supported with planning new units of work through participation in personalised meetings, at the end of each term. These sessions provided teaching staff with an opportunity to plan and prepare a rich and engaging unit of work based on a range of core curriculum areas, structured from an authentic problem and following the design thinking process.
- Staff were able to prioritise a range of engaging learning activities through both excursions and incursions.

### English:

- English leader participated in MACs Professional learning - Pathways to Literacy improvement
- Two opportunities for Public Speaking courses were again offered during 2022. Advanced Presentation Skills coordinator, Mrs. Sandra de Geest worked with Year 5 during Term 1 and Super Speak/Speak stars worked with Year 4. Parent sessions were held for both year levels.
- Regular English Updates featured in the School Newsletter, sharing resources and overviews of what has been explored in classrooms, and across levels.
- Literacy Intervention continued for low attaining students across a variety of year levels. The Literacy Intervention facilitators worked with small groups of students across a couple of sessions each week through the MiniLit program, with a particular focus on alphabet recognition and decoding strategies. In addition, trained Learning Support Officers implemented the MultiLit program for a number of Year 2 and Year 3 students. Selection for the programs was considered by the Intervention team through fortnightly meetings and the analysis of current data.
- **Family Reading night** was held involving a parent education session followed by classroom visits to undertake different reading tasks and engage parents in how reading is taught at St. Mary's.
- An analysis of NAPLAN data in Reading, Language Conventions and Writing was undertaken.



- A range of whole school Literacy assessments took place throughout 2022, all of which helped to monitor growth and achievement. These assessments include, but are not limited to Fountas and Pinnell Benchmark assessments, South Australian spelling tests, phonics check for Year 1 students, Record of Oral language, writing moderation and the annual Progressive Achievement Test (PAT) Reading.
- Staff participated in professional learning sessions including analysing 2021 Progressive Achievement testing results, persuasive writing, sentences, the use of metacognitive strategies in interactive read alouds, improving writing, data analysis and writing moderation.
- Three parent helpers literacy course sessions were run to upskill parents to be able to assist in the classrooms.
- Book Week 2022 involved an author visit from Sofie Laguna for Years 1, 2 and a staff session, Perform Education session for years Foundation to Year 3, an Illustrator workshop for Years 4 and 5 with Michael Pryor, and the Great Indigenous Book Swap which raised funds for Indigenous Literacy.
- New sets of decodable texts were purchased for use in the Foundation to Year 2 classrooms and in Literacy intervention.
- Throughout the year literature texts, including dual copies of all of the shortlisted CBCA books were purchased for the library.

### **Mathematics:**

- In 2022, St Mary's School was awarded a significant grant through Melbourne Archdiocese Catholics Schools (MACS) to improve the Learning and Teaching of Mathematics. Specifically, St Mary's used the grant to support teachers in using data to make purposeful choices and adjustments to content, process and product of the mathematics learning and teaching to maximise the learning of each student.
- Key focus on assessment, data and differentiation through staff professional learning.
- Teachers developed capacity to create teacher designed pre and post assessments.
- Classroom teachers engaged in Learning Sprints to further develop their professional capacity in Mathematics.
- A range of whole school Mathematic assessments took place throughout 2022, all of which helped to monitor growth and achievement. These assessments include, but are not limited to pre and post assessment, Essential Assessment, Westwood speed tests and the annual Progressive Achievement Test (PAT) Mathematics.
- Regular Mathematic Updates included in the School Newsletter, sharing resources and overviews of what has been explored in classrooms, across levels.
- Mathematic Intervention offered for students requiring further support in mathematics. The Mathematics Intervention teacher worked with small groups of students twice a week, with a particular focus on number intervention, including place value, the four processes and a strong emphasis on mental strategies.
- Implementation of the Early Years Numeracy and Algebra assessments across Foundation to Year 2. Early Number and Algebra further enhances knowledge of the Victorian Curriculum in the Number and Algebra strand, progressions of learning and

assessment practices and pedagogical approaches, in order to plan and implement learning cycles for students at their point of need.

### **STEM and eLearning:**

- Staff participated in STEM and eLearning professional learning community meetings throughout the year that focussed on a number of core aspects, including a refresher on Cyber Safety issues relating to current students, along with consolidating digital tools including Hapara and Google Classroom.
- Staff were introduced to new digital tools to use to enrich learning experiences, such as stop motion animation, photography on iPads and Clickview.
- In 2022, St Mary's introduced a new Digital Education Support program which focussed on supporting teachers to deliver explicit lessons to students on Cyber Safety issues and Computer Sciences in order to meet curriculum outcomes.
- Senior school students participated in the STEM Mad Showcase in which two groups were shortlisted to participate in the showcase at the Catholic Leadership Centre in Melbourne. Students first completed a workshop with ACORN Education designing and building a prototype of a product to assist people with a specific disability.
- National Science Week was celebrated by the whole school in 2022. Our senior students embraced the challenge of designing and demonstrating a range of fun science experiments to share with all classes. Mad About Science also performed an engaging and interactive show for the whole school.
- In 2022, St Mary's School partnered with Young Engineers Melbourne to host a fun and engaging after school STEM learning PLUS coding program.

### **Specialists:**

- **Visual Arts:** Throughout 2022 visual arts continued to be well received by many students as they engaged in a variety of artists studies, and completed many creative and colourful pieces of art. During Visual Arts lessons, students also worked collaboratively to paint a variety of props and backdrops for the school concert.
- **Music:** Our Music program continued to flourish throughout 2022, with musical instruments being learnt and connections being made with STEM Inquiry learning across the classrooms. Performing Arts were also highlighted during our Biannual School Concert. Our Music specialist teacher worked in collaboration with the Year 5/6 classroom teacher and senior students to write the script, which was titled, ***Gifts to the World***. Over a series of weeks, students learnt a range of skills, including, but not limited to, stage presence, choreography, stage props and costumes. Through the support of all staff and students, the performance at the Kingston Town Hall was a huge success. In 2022, we also relaunched our Guitar Ensemble with Music World.
- **LOTE: Mandarin:** Students continued to participate in weekly Mandarin classes, for the duration of a Semester, whereby they were immersed in the culture of China, as well as the language. In November, students were also immersed in a Multicultural Day



whereby all cultures were celebrated through a range of activities, inclusive of a Chinese dance workshop.

- **Physical Education:** In 2022, our Physical Education sporting program was relaunched, following two years of ongoing lockdowns and restrictions. Our students participated in sporting opportunities which included, but was not limited to, lawn bowls, soccer, cross country, hockey, netball, AFL, athletics and swimming. Two events throughout the year which were no doubt a highlight on the calendar for all students, were the annual Footy Colours Day and the Inaugural Colour Run.



## STUDENT LEARNING OUTCOMES

St Mary's School continued to monitor and analyse student learning outcomes across all curriculum areas (specifically for core curriculum areas English and Mathematics) and all year levels. Ongoing data analysis is a priority for all staff, inclusive of leadership and intervention teams. Data analysis ensures personalised teaching and learning programs can be delivered for all students. Data sets analysed throughout 2022 are listed below.

### English:

- Fountas & Pinnell reading assessments
- Record of Oral Language
- Writing moderation
- South Australian Spelling Test
- SMART Spelling data
- MultiLit (Making Up Lost Time in Literacy) placement tests pre and post
- MiniLit (Meeting Initial Needs in Literacy) placement tests pre and post
- Progressive Achievement Test (PAT) - Reading Comprehension

### Mathematics:

- Early Number and Algebra (ENA) assessments
- Westwood Speed tests - addition, subtraction, multiplication and division
- Essential Assessment - across three strands
- Progressive Achievement Test (PAT) - Mathematics

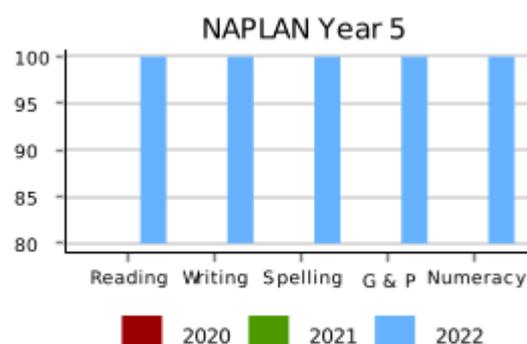
Our students in Year 3 and Year 5, 2022 saw exceptional results in their NAPLAN assessments, with 100% of students meeting or exceeding minimum standards for reading, writing, numeracy and language conventions (spelling, grammar and punctuation).

PROPORTION OF STUDENTS MEETING THE MINIMUM STANDARDS					
NAPLAN TESTS	2020	2021	2020 – 2021 Changes	2022	2021 – 2022 Changes
	%			%	
	*		*		
YR 03 Grammar & Punctuation	-	100.0	-	100.0	0.0
YR 03 Numeracy	-	100.0	-	100.0	0.0
YR 03 Reading	-	100.0	-	100.0	0.0
YR 03 Spelling	-	100.0	-	100.0	0.0
YR 03 Writing	-	100.0	-	100.0	0.0
YR 05 Grammar & Punctuation	-	***	-	100.0	***
YR 05 Numeracy	-	***	-	100.0	***
YR 05 Reading	-	***	-	100.0	***
YR 05 Spelling	-	***	-	100.0	***
YR 05 Writing	-	***	-	100.0	***

\* There are no NAPLAN results to report in 2020 as the Australian Government decided that due to the COVID-19 pandemic NAPLAN Assessments would not take place.

\*\* Data cannot be reported for this year as the number of students that sat the test was below 5 and the data has been suppressed for privacy reasons in accordance with the ACARA NAPLAN data reporting provisions.

\*\*\* No students sat the NAPLAN tests in this year level and in one or both of the relevant years.



## Student Wellbeing

### Goals & Intended Outcomes

#### Goal:

To embed initiatives which promote student voice and agency in learning, wellbeing, safety and social justice issues.

#### Intended Outcomes:

- Students will be valued and active decision-makers and innovators on matters of student learning, wellbeing, safety and responsibility.
- Establish new partnerships to further support the development of student voice and agency in local and global social justice issues.

### Achievements

- St Mary's School once again celebrated and promoted a dedicated week to Student Wellbeing (SWELL Week) at the beginning of the year, where all classes took part in fabulous sessions to build teamwork, and positive and respectful relationships. As part of the week, students met with their Buddy classes and enjoyed a picnic together.
- Supported the National Day of Action Against Bullying & Violence by creating a whole school collaborative art project, showcasing the many ways we promote a Kindness Culture.
- Our House Point reward system for the 2022 school year proved to once again be very well received, with the use of coloured business cards, worth five points each being earned and posted in house tubs, displayed in the School Foyer. At the end of each Term, the house who collectively earned the most points enjoyed extra play, an icy pole and an opportunity to wear casual clothes to school.
- The Student Representative Council (SRC) was once again well received from the beginning of the year, with a number of students across all grades writing to apply for the positions. After applying, students were then



democratically elected by their peers and SRC badges were awarded to students during an assembly in Term 1. Amongst many other initiatives, our SRC leaders hosted a PJ Day, where students and their families donated non-perishable items to St Vincent de Paul. They also facilitated a whole school drawing challenge where each class was invited to draw something that highlights what makes St Mary's great!

- Student Wellbeing Updates continued to be a weekly feature in our School Newsletters, covering a range of topics, including Growth Mindsets, Habits of Mind, Mindfulness, mindful breathing, helpful resources for families, and of course updates from the classrooms and SRC meetings.
- A range of resources were purchased to further support the teaching and learning of wellbeing, including, but not limited to new sandpit toys and social and emotional picture books.
- Students across all classrooms were assigned a buddy class, with Foundation students receiving a buddy from the senior classroom. These buddies and buddy classes provided wonderful opportunities for students to connect across a range of year levels, build friendships and support each other with a range of classroom based activities.
- Ongoing use of our Parenting Ideas membership with staff participating in webinars, and appropriate articles being shared with parents through Konnective, which provided expert resources for staff and parents.
- Registration and participation in the GRIP Leadership Conference, to support our Year 5 students in building their growth and confidence as School Leaders.
- Dedicated a professional learning community meeting to discuss, analyse and action our 2022 student MACSSIS data.
- Dedicated a professional learning community meeting to explore and discuss the new Child Safety Standards.
- Facilitated a series of Peaceful Kids intervention sessions for students in a strategically selected group, to assist them with strategies relating to stress and anxiety.
- To acknowledge R U Ok? Day our students enjoyed a "Chit Chat with a Kit Kat". It was a great way to check in with friends!
- All students had the opportunity to learn some valuable life skills, thanks to the staff from St John's Ambulance who facilitated practical and engaging first aid training sessions.



#### VALUE ADDED

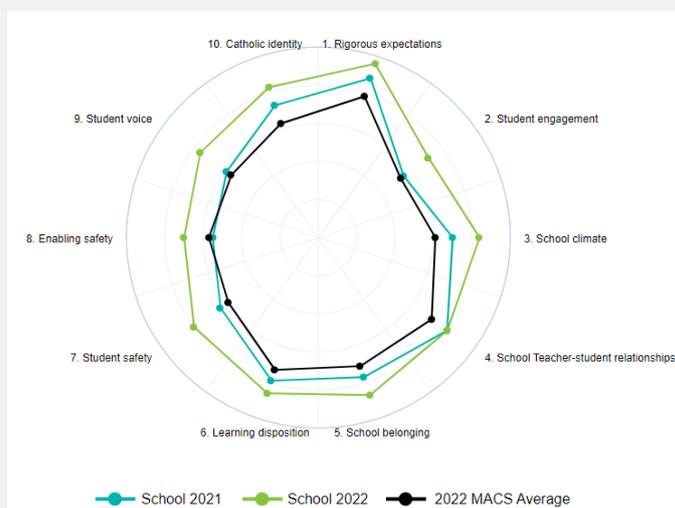
As above.

## STUDENT SATISFACTION

Students in Year Four and Year Five were invited to participate in the 2022 Melbourne Archdiocese Catholic Schools - School Improvement Survey (MACSSIS). Overall, thirty-four students completed the survey and answered a series of questions covering ten domains as listed below.

1. Rigorous Expectation
2. School Engagement
3. School Climate
4. Teacher - Student Relationships
5. School Belonging
6. Learning Disposition
7. Student Safety
8. Enabling Safety
9. Student Voice
10. Catholic Identity

The results, as indicated in the Comparative Domain Radar below, demonstrate that our students scored St Mary's School above the 2022 MACS average, as well as our school 2021 data across all domains.



The strongest scoring domain for 2022 was Rigorous Expectations, with an overall positive score of 96%. This domain asked students to reflect on how much they feel that their teachers hold them to high expectations of their effort, understanding, persistence and performance. With an overall positive score of 87%, domain five, School Belonging was our second highest score. This domain asked students to reflect on how much they feel they are valued members of the community.

**STUDENT ATTENDANCE**

At St Mary's School all class teachers are required to maintain the electronic roll on SIMON (online management system).

Rolls are completed twice daily, morning and afternoon. Office staff contact parents, via telephone, of any students marked as "absent" without any prior parent notification. Parents are requested to notify the School Office of any absence prior to 9am. This can be done by either calling or emailing the Office. Parents can alternatively mark their child as absent for the day, directly on the Parent Access Module (PAM), through SIMON. A record is kept on SIMON of any Parent Notified Absences.

Parents/carers must sign their child in, if they arrive after 8:50am. Parents/carers must sign their child out if leaving the school before 3.10pm. This can be done through the Student Kiosk, on the iPad in the School Office. The Student Kiosk updates the classroom rolls automatically. If there is unsatisfactory attendance, the parents are contacted to discuss ways of assisting and supporting in order to improve the situation. Parents are asked for an explanation and invited to respond.

**AVERAGE STUDENT ATTENDANCE RATE BY YEAR LEVEL**

Y01	91.0%
Y02	88.7%
Y03	89.1%
Y04	89.7%
Y05	null%
Y06	null%
Overall average attendance	89.6%



## Child Safe Standards

### Goals & Intended Outcomes

St Mary's Primary School has a strong commitment to child safety and has implemented all policies and procedures of the Child Safe Standards in line with Melbourne Archdioceses Catholic Schools guidelines.

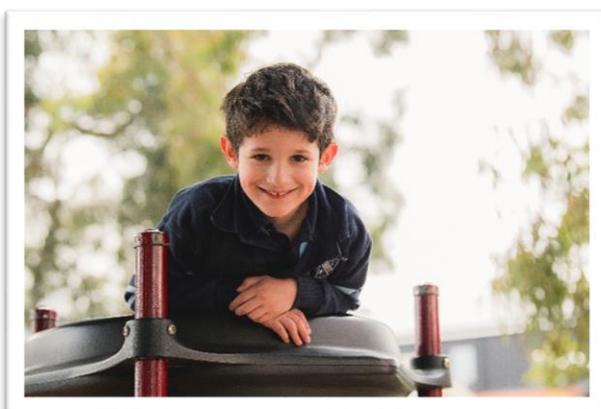
The founding rationale underpinning our commitment to child safety is that all students have a fundamental right to be safe and be protected from all forms of abuse and neglect.

### Achievements

- Continued providing access to our Tag On System, whereby students are assigned, after parent permission is granted, a small keychain to 'tag on' at the student kiosk once a day. When students 'tag on' parents receive an email notification to let them know their child has arrived safely at school. Students also earn personal active travel points and house points for their team.
- All staff, adult volunteers, clergy and contractors are expected to actively contribute to a school culture that respects the dignity of its members. They are expected to observe child safe principles and meet school expectations for appropriate behaviour towards and in the company of children as noted in our Code of Conduct.
- In 2022, St Mary's School invested in a more streamlined approach to maintain records of all visitors onsite. Passtab was purchased, and set up in the School Office to easily enable all visitors to be able to sign in and sign out seamlessly. This resource requires important information, such as Working with Children Checks documentation, capturing a photo of the visitor, and also requiring their approval to follow our Code of Conduct while onsite. This resource integrates with SIMON, our existing online management system, and as such the same interface enables students to still be able to sign in and out.
- Policies have been reviewed in line with the Child Safe Standards and are promoted on the school website. This includes the implementation of Ministerial Order 1359 and the new 11 Child Safe Standards.
- Clear guidelines around the use of social media, photos on personal phones are included in the school policy documents.
- All staff complete the Department of Education and Training, Mandatory Reporting e-modules every year.
- All staff maintain Level II First Aid Training qualifications.



- All adults working in our school or accompanying us on excursions have a current WwCC (Working with Children Check) and sign the Code of Conduct.
- Comprehensive risk assessments are undertaken for camps, excursions and incursions.
- Whole school approach in pro-actively managing positive relationships, through a Student Relationship Development Plan. Clear steps are provided in outlining how to manage inappropriate behaviours.
- Acknowledged the National Day of Action Against Bullying and Violence through multi-age activities within the classroom, and keeping our community aware in School Newsletters and Konnective updates.
- Continual reviews of child safety practices are undertaken (annually or more regularly as required) to ensure the ongoing safety of students.
- Defibrillators are maintained around the school grounds; First Aid room, Parish Hall and Church.
- Regular emergency management drills are practised and reviewed, ensuring all staff and students are as prepared as possible in anticipation of any threat / emergency.



## Leadership

### Goals & Intended Outcomes

#### Goal:

To continue to grow and maintain a staff culture of high performance and development.

#### Intended Outcomes:

- Embed consistent school wide approaches for staff to give and receive feedback on a regular basis to refine teaching performance.
- Develop and implement staff individual professional learning plans and associated goal setting in line with St Mary's SIP and AAP.
- Leadership capacity is built and enhanced across the school.

### Achievements

- Substantial investments were made in regards to school signage, with two new signs being installed on Manning Road.
- Invested in the professional service of a video production company, Turbo 360 to record and edit a range of parent and student testimonials about our fabulous school!
- Invested in a professional photographer to capture a series of photographs to be used in promotional materials, on our social media accounts and on our website.
- Celebrated World Teachers' Day, which provided an opportunity to acknowledge and thank our amazing teachers and staff. We are so blessed to have such a dedicated group of teachers and staff. They work hard each and every day to make sure every student is known, nurtured and challenged!



- The School Advisory Council (SAC) met regularly throughout the year and provided ongoing support and feedback to the school on matters including, but not limited to policies, financial matters and class structures.
- Continued to support two staff members in their Masters of Educational Leadership studies at Australian Catholic University and one staff member commenced studies for their Accreditation to teach Religious Education.

- Based on feedback from members of the School Advisory Council, we hosted two new initiatives at St Mary's School during 2022.
  - \* Inaugural Open Night for prospective families - having the school opened after hours provided some families with greater flexibility to be able to tour our facilities at a more convenient time.
  - \* Inaugural Open Night for Kinder Directors and Educators - this event ensured local kinder directors and educators could tour our facilities and hear what St Mary's School can offer.
- Significant progress was made in regards to our Building Master Plan, including designs being completed for the main building upgrade, the contract being awarded to building company Jardon Group and the commencement of the renovations in December 2022. We look forward to the project being completed by the end of 2023.
- Provided ongoing resourcing and support structures, including the employment of a Business Manager, to maintain Stage 1 (eAdmin) of the Information Communication Online Network (ICON) platform.
- Continued working collaboratively with an external Marketing Consultant to support a strategic marketing approach, with a specific support in place around student retention (Year 5/6), Foundation enrolments (including Open Days support) and Social Media and website updates.
- Continued utilising the online platform, Enquiry Tracker, as a resource to be able to better manage school enrolment enquiries, including Open Day attendees and enrolment applications.
- Ensured all staff maintained current Victorian Institute of Teaching (VIT) certification, Mandatory reporting modules and all relevant First Aid, CPR and Anaphylaxis training.
- Provided a series of opportunities for professional learning around developing staff professional development plans. Staff were able to set themselves a goal and develop some targeted actions to help themselves achieve this goal.
- Our Principal and Deputy Principal began engaging in conversations with Principals from a range of independent secondary collages around securing pathways for our students.
- On National Primary Principals Day, we were provided with an opportunity to show our immense pride and gratitude to the dedication and contribution our Principal, Mr Shane Tobin makes to the St Mary's School community each and every day.



*Meeting with Principal at De La Salle College to ensure secured pathways for our Year 6 students.*



*Celebrating our amazing Principal, Mr Shane Tobin on National Primary Principals Day.*

## EXPENDITURE AND TEACHER PARTICIPATION IN PROFESSIONAL LEARNING

### Description of Professional Learning undertaken in 2022

St Mary's School continued to strategically prioritise ongoing professional development for all staff. We are proud to have made significant investment and commitment to staff professional learning to further support key aspects of our 2022 Annual Action Plan.

Core professional learning activities held throughout 2022 have been listed below.

- PAT data analysis workshops - Reading Comprehension and Mathematics
- 2022 NAPLAN data analysis workshops
- First Aid training - CPR, basic First Aid skills and administration of EpiPens
- A continued focus on our five strategically selected High Impact Teaching Strategies
- School Closure Day with a focus on Staff Faith Development - facilitated by Michael McGirr
- School Closure Day with a focus on Metacognition
- Staff worked collaboratively to redevelop the school Mission
- Staff development of how to incorporate Stop Motions in the classroom
- Staff development workshop on the new Child Safe Standards
- A range of staff development workshops based on designing pre-assessments in mathematics
- Online workshop based on photography skills - facilitated by ATOM
- Deepening staff understanding of Holy Week - facilitated by Monsignor Stuart Hall
- Deepening staff understanding of Christian Meditation
- Opportunities for staff to develop and action their own Professional Development Plan
- Creation of a Data Plan and use of portable data walls (specifically in reading and mathematics)
- All staff participated in the 2022 Melbourne Archdiocese Catholic Schools - School Improvement Survey (MACSSIS)

### **Curriculum Leaders:**

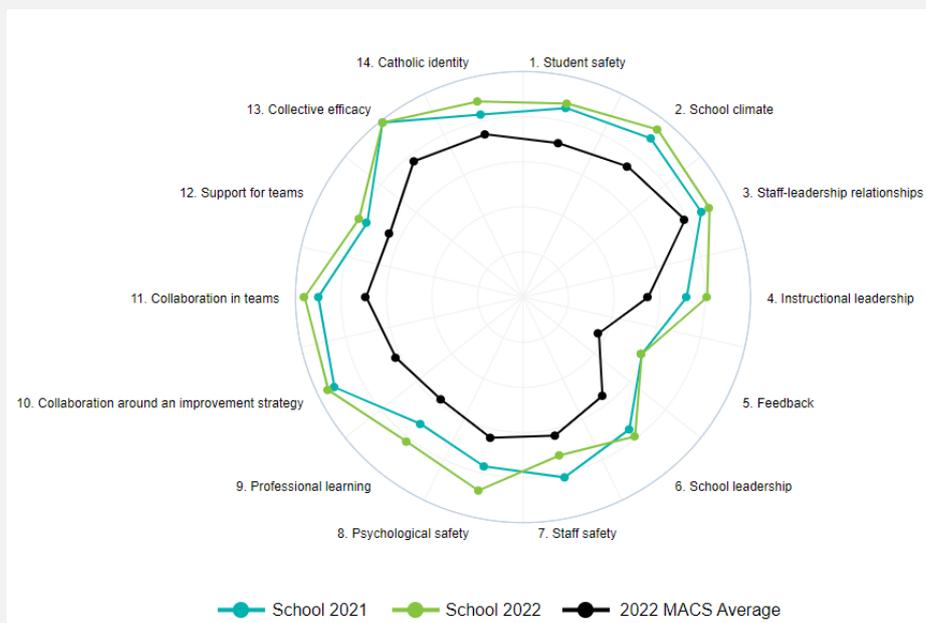
- Principal meetings
- Deputy Principal Network each Term
- Religious Education Leaders Network each Term
- Student Wellbeing & Learning Diversity Networks each Term
- Digital Education Network each Term
- School Wide Improvement Forum (SWIF) each Term online facilitated by Ryan Dunn
- School based Leadership Days

Number of teachers who participated in PL in 2022	25
Average expenditure per teacher for PL	\$1628

### TEACHER SATISFACTION

All staff, both teaching and non-teaching, were once again invited to participate in the 2022 Melbourne Archdiocese Catholic Schools - School Improvement Surveys (MACSSIS). Feedback was received from twenty-seven staff members, which was an increase from the twenty-five staff members who participated in 2021. Staff answered questions covering fourteen domains.

St Mary's School is once again very proud to be able to present the following Comparative Domain Radar below, which indicates extremely positive results, where we are placed well above the 2022 MACS average, and above our own 2022 school data.



Our strongest domain was domain thirteen, Collective Efficacy, which indicates Teachers' perceptions that staff at the school have what it takes to improve instruction. An almost perfect percentage score of 99% was achieved for this domain. Pleasingly, the strongest and most positive questions within this domain were questions two and three, which asked staff to consider, "How well do teachers at this school know how to assist students in progressing their learning?" and, "If current instructional approaches are not helping all students meet challenging standards, how likely are teachers at this school to help students learn at a high level?"

TEACHING STAFF ATTENDANCE RATE	
Teaching Staff Attendance Rate	68.4%

ALL STAFF RETENTION RATE	
Staff Retention Rate	82.1%

TEACHER QUALIFICATIONS	
Doctorate	0.0%
Masters	27.8%
Graduate	16.7%
Graduate Certificate	5.6%
Bachelor Degree	88.9%
Advanced Diploma	5.6%
No Qualifications Listed	0.0%

STAFF COMPOSITION	
Principal Class (Headcount)	2.0
Teaching Staff (Headcount)	23.0
Teaching Staff (FTE)	17.7
Non-Teaching Staff (Headcount)	8.0
Non-Teaching Staff (FTE)	7.4
Indigenous Teaching Staff (Headcount)	0.0



## Community Engagement

### Goals & Intended Outcomes

#### Goal:

To provide opportunities to foster and promote parent engagement and community connections.

#### Intended Outcomes:

- Build strong partnerships to engage parents in their child's learning journey.
- Seek authentic connections with organisations and businesses to support student learning and promote the school.

### Achievements

- The Parent Committee held a Welcome Morning tea for all parents at the beginning of the school year, this was a wonderful way to ensure all new families to St Mary's felt connected and welcomed.
- Summer Drinks were also hosted by the Parent Committee in February, as a way of celebrating the commencement of the new school year, providing another opportunity for families to connect in an informal way.
- The Parent Committee kindly organised a range of hot food day treats for students such as hot cross buns during Easter celebrations and party pies and a drink on Footy Colours day.
- Students involved in the Enrichment Program produced a Termly Student Newspaper 'The Mary-Go-Round', which showcased a range of school highlights and achievements and this was published across the school community, including the school newsletter.
- In support of National Tree Day, our senior students were invited by Stonnington Council to participate in their fabulous tree planting initiative. Collectively, we planted over 500 trees and plants at Sydare Reserve in Malvern East.
- Regular communication was made with families of pre-school age within the Parish to promote St Mary's School.
- St Mary's School hosted our biannual performing arts concert, ***Gifts to the World***, at the Kingston Town Hall. This significant event provided a wonderful opportunity for the whole school community to gather and celebrate the arts.



- To further encourage strong partnerships to engage parents in their children's learning journey, a Family Reading Night was offered, which involved a parent education session, followed by classroom visits to undertake different reading tasks and engage parents in how reading is taught at St. Mary's.
- Parents were again provided with opportunities to engage directly with their child's learning journey through the publication of work samples in their Learning Journal, through the Seesaw platform.
- In 2022, strategic community connections were initialised with a range of local businesses, including, but not limited to cafes, hairdressers, florists and dentists. Many of these local businesses agreed to hand out branded bouncy balls, and school flyers to their customers. In return, businesses were advertised in a series of school newsletters.
- In consultation with our 2022 Student Representative Council and sports teacher, the inaugural St Mary's Colour Run took place at the end of Term One. This fun event not only raised money for Caritas, but also provided an opportunity to promote our school. A local coffee van was also invited to attend the event so families could enjoy a free hot drink.
- Welcomed children and staff from The Learning Sanctuary, Malvern East who visited our school as they prepared for the transition to Primary School.
- St Mary's School once again supported the Poppy Appeal as we prepared to commemorate both ANZAC Day and Remembrance Day
- One of our student leaders was nominated to receive the inaugural Higgins Lionheart Award. It was lovely to welcome Dr Michelle Ananda-Rajah, Federal Member for Higgins, who presented this award at a school assembly.
- The school was able to support Bubbles Pre-School by offering them a number of spaces for them to be able to temporarily operate their programs, following flooding at their premises.



## PARENT SATISFACTION

St Mary's School continued to work proactively throughout 2022 to ensure parent feedback was regularly sought, both formally and informally. A significant formal aspect of seeking parent feedback during the year was in the form of the Melbourne Archdiocese Catholic Schools - School Improvement Survey (MACSSIS). All families were invited to participate anonymously in MACSSIS, however only nineteen families completed the survey, in comparison to the thirty-six families from 2021.

Questions once again covered seven domains as listed below.

1. Family Engagement
2. Barriers to Engagement
3. School Fit
4. School Climate
5. Student Safety
6. Communication
7. Catholic Identity

Overall, the results indicate that families have scored St Mary's School in line with 2022 MACS averages. Our strongest domain was domain four, School Climate, which is an indication of families' perceptions of the social and learning climate of the school. A percentage score of 74% was achieved for this domain. Pleasingly, the strongest and most positive question within this domain was question six, which asked families to consider, "How much respect do you think staff at your child's school have for the children?"

As previously indicated, a number of families recorded some positive video testimonials about our amazing school in 2022, which has been proudly displayed across social media platforms, as well as on our website. A small selection of quotes have been included below.

*"My daughters growth and every aspect of her development has flourished. The compassion and dedication the teachers have shown to understand our daughter and her needs to create an environment in which she is comfortable are outstanding."* – Kimberly

*"St Mary's is a small school where everyone knows everyone by name. Excellence is important, but also they look at the whole child, the holistic child, where their wellbeing is important. We could not have chosen a better school for our children."* – Sarah

*"From the moment we started at the school it has felt welcoming and inclusive. There is a strong focus on student potential and wellbeing. The teachers are dedicated and passionate. My family are very pleased that we chose St Mary's!"* – Mariana



Known



Nurtured



Challenged

## Future Directions

St Mary's School has a very clear understanding of where we need to focus our attention in the future, as documented in our School Improvement Plan (2022 - 2025).

The following four priority areas are our goals over the next three years.

### Priority 1

- *Goal:* To use research, evidence informed and consistent pedagogical practices, implementing high quality learning and teaching that enables every student to thrive.

### Priority 2

- *Goal:* To continue to grow and maintain a staff culture of high performance and development.

### Priority 3

- *Goal:* To embed initiatives which promote student voice and agency in learning, well-being, safety and social justice issues.

### Priority 4

- *Goal:* To provide opportunities to foster and promote parent engagement and community connections.

