

Our Lady's Primary School
2019 annual plan

Strong Minds
Compassionate Hearts



Embracing a compassionate and dynamic community through strong
Gospel values, quality education and promoting respect for all.



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Catholic Identity

Intent	Action	Results	CEO
<p>Life Giving: Complete a review of the Catholic Identity component of the Charter of Sandhurst School Improvement.</p>	<p>Complete the COSSI review of Catholic Identity.</p>	<p>Review completed and goals and actions set for the coming years.</p>	
<p>Life Giving: Align Religious Education units to best support the Victorian Curriculum requirements for personal and social capabilities.</p>	<p>After setting the Inquiry and Religious Education units cycle identify opportunities for learning in the personal and social capabilities. Use Mappen as our planning resource for inquiry units.</p>	<p>Religious Education and Inquiry units that support learning across multiple areas of the Victorian Curriculum.</p>	
<p>Life Giving: Review religious education unit and lesson planning with an emphasis on use of contemporary support material specifically "Godly Play".</p>	<p>Revisit the principles and best practice for planning learning opportunities in <u>Source Of Life</u> units. Review the place of contemporary support materials in line with ECSI data with a specific emphasis on the opportunities to use "Godly Play."</p>	<p>Growth in knowledge of and use of contemporary resources to support the learnings in Religious Education</p>	
<p>Faithful: Develop further symbolic links to our Catholic Identity with a specific reference to the Brigidine Sisters.</p>	<p>To add contemporary symbols that speak of the Catholic nature of our school. To use our current forms of gathering to provide an explanation for them.</p>	<p>Symbols added to the school and classrooms and deliberate explanations of their selection.</p>	

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Intent	Action	Results	CEO
Life Giving Read and discuss contemporary Catholic writings as a staff.	Provide opportunities for staff to read and reflect on contemporary Catholic writing as part of our professional learning program. Identify resources.	Reflection on contemporary Catholic writings scheduled as part of our professional learning program for PLT meetings.	Bernadette
Life Giving Staff faith formation	Undertake staff retreat for all staff members lead by Fr Joe Taylor.	Retreat undertaken.	Maria
Faithful Continue the process of explanation of key Catholic traditions with staff and students.	To identify traditions that we would like to deepen understandings of. Identify opportunities where the program and process can be implemented. Identify resources. Link with work on contemporary Catholic writings.	Key traditions identified and their importance explored with staff and students	
Faithful Exploration with staff of "Praying as One" a prayer guide for Catholic educators today.	Work with Bernadette Casey to explore the "Praying as One" Prayer guide.	Greater understanding of contemporary prayers styles. Application of variety of prayers styles for staff and students.	Bernadette
Inclusive Use MJR as a vehicle for re-contextualisation and to link to PBIS using scripture context.	Link MJR focus to scripture, Catholic tradition and social justice.	MJR focus given contemporary context that supports both PBIS and Catholic teaching.	

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Leadership

Intent	Action	Result	CEO
<p>Enhance Performance / Building Capacity Complete the whole school review process including the Victorian Registration and Qualification Authority review.</p>	<p>As a staff complete the full school review process as outline by the Diocese of Sandhurst and the VRQA</p>	<p>Review completed and processes in place.</p>	
<p>Enhance Performance / Building Capacity Implement Complispace staff training modules for Child Protection, OH&S, Human Resources and Student Duty of Care.</p>	<p>All staff to participate in the training modules.</p>	<p>All staff to have participated in the training modules</p>	
<p>Enhance Performance / Building Capacity Grow our support of the 'leaders of learning' in our school, particularly in the areas of assessment, application of benchmarks and reflection on collected data.</p>	<p>Involvement with Inquiry Mindset projects.</p>	<p>Staff members taking additional roles in leading the learning of their peers. Deeper understandings on the learning and its place in improving our teaching.</p>	<p>Maureen</p>
<p>Focus on Learning: Implement a 'scaffold approach' that supports student's ability to unpack</p>	<p>Coaching staff around the 'scaffold approach' to unpack sentences and identify sentence</p>	<p>Scaffold process in place. Scaffold process being used and monitored.</p>	<p>Maureen</p>

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Intent	Action	Result	CEO
sentences and identify sentence structure across all genres.	structure (Josh and Maureen) Teachers to implement 'scaffold approach' to unpacking sentences and identifying sentence structure in classrooms.		



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Intent	Action	Result	CEO
<p>High Expectations Use assessment data to drive improvement in writing with an initial and intensive focus on 'sentence structure'.</p>	<p>Use the writing rubric to score children's sentence structure.</p> <p>Analyse results and use data to plan for future learning.</p> <p>Set up a writing moderation process.</p> <p>Develop 'goals and targets' for growth in sentence structure.</p> <p>Develop and implement a 'live data display' of data gathered around sentence structure.</p>	<p>Greater focus on teaching elements of sentence structure. Planning based on results. Writing moderation process in place.</p> <p>Goals for growth in sentence structure in place.</p>	Maureen
<p>Stimulating and Secure Environment Implement a 'scaffold approach' that includes visual support for stimulation that is relevant to student's own experiences with the topic and extends and supports vocab used.</p>	<p>Coaching staff around the 'scaffold approach' to writing (Josh and Maureen)</p> <p>Teachers to implement 'scaffold approach' to writing in classrooms.</p>	<p>Scaffold process in place. Scaffold process being used and monitored.</p>	Maureen
<p>Purposeful Learning To be satisfied that all aspect of the Victorian curriculum is embedded in our curriculum planning with specific reference to competencies in religious education and inquiry units and the</p>	<p>To review the cover that we have across the Victorian Curriculum specifically in the learning with competencies, coding and digital technologies.</p>	<p>To be able to authentically assess and report on all aspects of competencies, coding and digital technologies.</p>	

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Intent	Action	Result	CEO
learning needed in addressing the curriculum expectations for coding and digital technologies.			
<p>Stimulating and Secure Environment Implement a 'scaffold approach' that supports student's ability to unpack sentences and identify sentence structure across all genres.</p>	<p>Coaching staff around the 'scaffold approach' to unpack sentences and identify sentence structure (Josh and Maureen)</p> <p>Teachers to implement 'scaffold approach' to unpacking sentences and identifying sentence structure in classrooms.</p>	<p>Scaffold process in place. Scaffold process being used and monitored.</p>	Maureen
<p>Stimulating and Secure Environment Review the application of adjustments as part of our evidence for the Nationally Consistent Collection of Disability Data funding model.</p>	<p>To align our students adjustments to the support programs across the school.</p>	<p>To have a clearer view and evidence trail of where the adjustments are made, what impact they are having and the link to resources.</p>	Sue
<p>Stimulating and Secure Environment Develop staff skill and understanding of the learning needs for coding across the school.</p>	<p>To increase our resources to support learning in the area of coding. Provision of professional learning to help develop scope and sequence for the teaching of coding across the across.</p>	<p>Coding resources and scope and sequence in place.</p>	David

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Intent	Action	Result	CEO
	Support from Greg Young and David Williams.		
Leading for Learning Continued focus on the Inquiry Mindset approach to staff learning that was instigated in 2017.	Annabel and Josh to maintain learning and professional development of the Inquiry Mindset model with ongoing support from CEO staff. Implement a process for professional reading expectations.	Ongoing engagement with Inquiry mindset model. Implementation of professional reading as part of PLT process.	Maureen
Leading for Learning Introduce the 'Teaching and Learning Cycle' (Rothery, 1996) as a platform for introducing new learning to our students with an initial focus on writing	Implementing the teaching and learning cycle with staff and students through PLT's and coaching sessions in class (Maureen and Josh).	Implementation of the Teaching and learning cycle with specific focus on the teaching of sentence structure.	Maureen



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Pastoral Wellbeing

Intent	Action	Result	CEO
Safe, Positive School Environment Review philosophy and actions behind the student safety plans.	To continue to work with Dan and John on the development of plans. Develop plans for students that are showing challenging but not unsafe behaviours.	Further development of safety plans. Focus on the development of teaching social procedures. Focus on function of behaviour.	John Dan??
Safe, Positive School Environment Explore and implement additional process for tracking information on behavior of students.	To use the Simon data recording process to track data for selected behaviours and students.	Tracking and analysis of student data in place.	
Stimulating and Secure Environment Review the application of adjustments as part of our evidence for the Nationally Consistent Collection of Disability Data funding model.	To align our students adjustments to the support programs across the school.	To have a clearer view and evidence trail of where the adjustments are made, what impact they are having and the link to resources.	Sue
Intervention and Support Explore and implement additional processes for tracking information on behavior of students	To use the Simon data recording process to track data for selected behaviours and students.	Audit of arrangement for differentiating curriculum undertaken. Actions in place based on audit results.	

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Intent	Action	Result	CEO
Inclusive Practices Audit arrangements for differentiating curriculum for students learning above the expected level	Use of examine current strategies Plan for extension Use Inquiry mindset writing focus	Audit of arrangement for differentiating curriculum undertaken. Actions in place based on audit results.	

Stewardship of Resources

Intent	Action	Result	CEO
Partnerships Continue to develop the reporting CREW reporting process for the Canonical Administrator and the parish council.	Embed crew meetings <ul style="list-style-type: none"> • Annual Action Plans • AFS • Draft budgets 	Meetings taken place.	
Accountability To manage the extension to the administration area conscious of the varying funding pressures	Work with all parties to prudently manage to building extension, network up grade and power upgrade.	Addition completed and budget in surplus.	
Accountability To complete the transition to accrual accounting by producing our first AFS using this system.	Complete and report on the 2018 annual financial year using the accrual format.	AFS compete.	Susie Brigid.

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Intent	Action	Result	CEO
<p>Equity and Access Review of master plan considering the intention to refurbish the administration area and the writing of a new school improvement plan.</p>	<p>Update master plan with a focus on plans for the playground, Tennis Courts and Admin building.</p>	<p>Master Plan reviewed</p>	
<p>Governance Structures Redevelopment of parents and friends committee with closer alignment with their operating guidelines.</p>	<p>Set program for parents and friends committee</p>	<p>Parents and Friends operations reviewed and plans in place.</p>	
<p>Accountability To improve our archiving, storage and back up of our financial and administrative data.</p>	<p>Include the storage of archives in master plan specifically in the redevelopment of the admin block. Review off site back up plans.</p>	<p>Development of master plans after refurbishment completion. Reviewed off site data back up system.</p>	<p>Greg / Grant / David</p>

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