



OUR LADY OF FATIMA SCHOOL

ANNUAL REPORT

2017

Our Lady of Fatima School

School Improvement	3
Annual School Improvement Plan - Success Measures	3
Annual School Improvement Plan - Key Goals for 2017	4
Financial and Infrastructure Report	5
Principal's Annual General Meeting Report	7
Contextual Information	11
Teacher standards and qualifications	11
Workforce composition	13
Student attendance at school	13
NAPLAN information	13
Parent, student and teacher satisfaction	13
Post-school destinations	14
School Income	14

2017 Annual Report to the School Community: Key Points

School Improvement

In the **LEARNING** area, we have continued our focus on Grammar & Punctuation and Reading Comprehension and noticed some continued improvement in our standardised tests, including NAPLAN results. Our explicit focus in the mathematics learning area has increased the emphasis on this important learning area and enhanced the repertoire of strategies used in mathematics lessons throughout the school which is resulting in improved results. We are also continuing to refine our “creative thinking” programme centred on Robotics which extends the children’s lateral thinking skills.

In the **ENGAGEMENT** area, we have initiated a process to ensure that the school administration works closely with the P&F to provide “guest speaker” opportunities on topics pertinent to parents. These topics will cover both academic areas and also social and emotional topics for the parents as we continue to enhance the collaborative approach between the school and the home according to the best interests of the child. The attendance numbers at both parent sessions offered in 2017 were very well attended, with focuses on Early Literacy Skills and Mindfulness.

As far as **ACCOUNTABILITY** is concerned, all staff meet with a member of our leadership team to identify goals and strategies to achieve these goals throughout the year as we continually work together refine what we do enhance the quality of the teaching and learning in each classroom, leading towards better outcomes for the children.

In the area of **DISCIPLESHIP**, as a community we have re-established the altar serving group to assist at whole school Masses and Parish masses too. We have a very healthy connection between the school and the parish where we support each other, again to maximise the Catholicity of our community to provide the best outcomes for the children. Our parent community is very supportive of the parish from a financial perspective, assisting with facilitating 3 fundraisers each year.

Annual School Improvement Plan - Success Measures

- *Enhanced student’s problem solving skills through Mathematics and creative thinking programs*
- *Developed a whole school approach to teaching writing.*
- *Teachers developed curriculum and content that catered for students of all abilities.*
- *Developed and implemented digital portfolios across the entire school.*
- *Parent education evenings with guest speakers were held to inform and educate parents on matters relevant to their children’s education and growth.*
- *Principal and class teachers met with respective support teacher looking at the data to design the support (remediation and extension) for their cohort. Support teachers and class teachers had regular conversations about the children they are supporting.*
- *Promoted the Making Jesus Real programme within our school through dedicated assemblies and HERO awards.*
- *Sacramental Program successfully implemented in classroom teaching and parish community.*
- *Promotion of Social Justice through staff completing community service within local community.*

Annual School Improvement Plan - Key Goals for 2017

- *Focus on student growth in Numeracy Learning Area.*
- *Develop a whole school approach to teaching Grammar & Punctuation (Year 3 – 6) and Spelling (Pre Primary – Year 2) aligned with the WA Curriculum.*
- *Staff development and support through peer to peer support.*
- *Increase social justice service and awareness amongst students and staff*
- *Develop Religious Education teaching strategies and plans in line with the new CEWA RE Curriculum.*

Financial and Infrastructure Report

OVERVIEW

- OLOF has operated and functioned in 2017 in accordance with the Catholic Education Office (CEO) guidelines
- School Board monitored the monthly Profit and Loss position and Statement of Cash reserves against the budget
- The Independent Audit of the 2017 financial accounts is scheduled for February 7 2018.
- **The Finance Sub-Committee for 2017** consisted of the Bursar, Principal, Assistant Principal and Board Treasurer.
- This year, It's primary functions were to:
 - Monitor the Monthly Board Reports and present findings to the Board each month
 - Review & ratify the Mid Year Budget review
 - Review & ratify any changes to school fees for 2018
 - Work with the Bursar on the 2018 Budget
 - Work with the Capital Development Committee reviewing the financial aspects of future projects

FINAL FINANCIAL POSITION

Bank Balances		
As at 30 June 2017	Operating account	\$191434
	Less Unpresented chqs	-\$29020
	Direct debit & BPAY accounts	\$46728
	Cash on hand	\$300
	All other term deposits	\$231696
	CLOSING BANK BALANCE	\$441138
	Add predicted July-Dec result	\$65813
Estimated Cash situation at 31 December 2017		\$506951
	Less January salaries	\$169317
Estimate Closing Bank Balances 31 January 2018		\$337634

Our Lady of Fatima School

2017 BUDGET

There were no major or unexpected expenses or income changes in 2017 allowing the school to track largely as expected and continue to save funds towards the Capital Development Project expected to commence in 2018.

Due to the surplus from this year's budget, we are forecasting \$200000 will be available in the Building Term deposit by the end of February 2018 (following our first grant payments of 2018).

SCHOOL FEES

CEO has directed that Tuition Fees for 2018 be increased by a maximum of 7%. The School Board has decided on an increase of between 6 – 7% to continue aligning our fees with the Capacity to Contribute model as indexed by the CEO.

As the Building Levy is mandated to be 20% of the Tuition Fee this will be increased slightly.

Other fees to remain as they are to ensure Our Lady of Fatima is an affordable choice for families in the area.

We have increased discounts to siblings (20% second child, and 40% for the third child), as well as increased discounts for HCC holders to assist the most vulnerable in our community.

2018 BUDGET OVERVIEW

- Budget Forecast Position:
- Forecasting a balanced budget for the coming year

Impacting factors:

- Slightly lower enrolments than 2017 have resulted in reduced income.
- The new 'Digital Technologies Levy' has significantly increased the amount the school is required to pay for our CEWA dictated IT requirements.
- Second instalment payment of the painting contract implemented in September 2016 which includes \$105,000 payment in 7 installments over 7 years.
- More mandated teacher and staff wage increases have resulted in higher overall salary costs even after the essential staffing reductions.
- No major maintenance or IT purchases have been factored into the 2018 budget.
- No additional provisions beyond our contribution of the 2017 budget surplus to the building funds have been allocated as there is no surplus forecast.
- Debt from trade activities have been virtually eliminated now that the Canteen has been closed in its previous format.

CONCLUSION

While we have been in a more comfortable financial position in 2017, the budget for 2018 will need to be strictly adhered to and monitored next year as it is a 'lean' budget.

While servicing the loan for the Capital Development Project is not an issue for 2018 the ongoing repayment of that debt could have a significant impact on the budget in future years.

The school must maintain its focus on increasing student numbers to around 250 students in order to service this debt and maintain a responsible financial position.

Principal's Annual General Meeting Report

The 2017 school year saw the majority of our class teachers changing year levels, and that's the rationale behind such a similar staffing list for 2018, it's an opportunity for us to consolidate the changes made 12 months ago. With Sharon Law-Davis' secondment to Notre Dame university at the start of this year, we have put a different administrative structure in place as well. Rob La Roche has spent a little more time in the office and taken on the administrative role as an Assistant Principal for the whole school. In Sharon's absence, we have also created the position of Early Learning curriculum coordinator, which Brooke Fraser-Dewar has taken on and provided a different perspective as far as overseeing the development of the curriculum in the lower part of our school. I would like to thank both Rob and Brooke for their work in these leadership positions, it has been quite a seamless transition from our more traditional model of previous years.

We continue to manage all situations here at school under the banner of striving to ensure that all children perform to a level that reflects their potential across all domains: academically, physically, spiritually and emotionally.

We do regularly manage differences that arise in our school community, regarding the emphasis we place on putting some pressure on children to challenge them and bring out the best in them. Many children, by their very nature will often look for the easiest option or the path of least resistance. As teachers, we need to be astute enough to know the capabilities of each child across the different learning areas and challenge them at times when we feel as if the child is not producing work that is reflective of their potential. I would like to think that we get it right the majority of the time, but on those occasions that we don't, I encourage parents to come in and chat with us, where necessary. Putting the children in these challenging positions, in a protective and supportive environment and witnessing them meet those challenges, gain in self-confidence and in turn, build their resilience is a very fulfilling part of our role.

From an academic perspective, we have continued to refine the programmes we are implementing in the classroom with an explicit focus on Mathematics, and more specifically, problem solving with mathematics. Looking at some longitudinal data for the first time this year, indications are that we are having a positive impact on the teaching of mathematics from Kindy right through to Year 6. My thanks to Di McKenna and Stephanie Correia who have joined me on a professional development course for the past couple of years, and then leading the input in curriculum meetings back here at school with the staff. We have planned to have one more year of our Maths focus in 2018, and have invited Jane Ahern and Sandra Leavy to come along and participate in the professional development with me and then lead staff in this area on their return.

Our Reading and Writing results continue to be very strong and our spelling results have certainly shown strong improvement since the Sound Waves programme has become vigilantly implemented

Our Lady of Fatima School

at the top end of our school. We are extending this programme down to Year 3 next year as we look for the best tool to accommodate some exceptionally good spellers among our current Year 2 group. Speaking of our current Year 2's, we have some children within the group who have had some learning difficulties diagnosed e.g. dyslexic tendencies among other things. Supporting these children to continue to develop their foundational literacy skills and complement the Minilit programme they have been involved with, we will be introducing a new programme into our school, the Sounds Write programme. After significant research, we feel as if this is the programme to best suit the learning needs of these children and we will be constructing a support model to best meet the needs of all the children in the group. That will be a specific development in 2018.

From a physical point of view, our sports programme continues to be very successful. Our children come into the school system, generally speaking with a solid foundation of fitness and sporting skills but the programmes offered to the children and the preparation for interschool events have certainly resulted in very successful outcomes for the children in our community. I would like to thank Oz Celenza in particular, for masterminding the success of this programme. To have won 5 out of the last 6 interschool competitions is really significant and a great reward for the children who combine their talents with some hard work to come up with a winning formula. This reinforces our mantra of putting structures in place to allow children to achieve to a level that reflects their potential.

From a spiritual perspective, our connection with the parish continues to be a strong one. Lorraine Szeftczyk continues to be the key person in this connection, as the liaison person between the school and our parish. The sacramental programmes, whole school masses, feast days and particularly this year with the celebration of the 100th anniversary of Mary presenting to the 3 children in Portugal, we have many things to be proud of and appreciative for. I would like to sincerely thank Lorraine for the vital role she plays and thank Fr Francis for his continual spiritual guidance as the leader in our Fatima community.

From a Social and Emotional well-being point of view, we feel as if we have now got the structure right with our Mindfulness focus each year, ensuring that we are working towards meeting the requirements of CEWA and the needs of the children. CEWA demand that we teach a second language, a certain number of minutes each year and we certainly value the benefits of explicitly teaching the children how to recognise their emotions and regulate their responses to these emotions. The feedback from the combination of Japanese and Mindfulness focuses has been positive and I thank Michelle Renton for sharing her knowledge and skills in our community. We are also continuing to develop our Protective Behaviours approach at Our Lady of Fatima. The children have been part of a 10 lesson programme called Protective Behaviours WA for the past 2 years and we are spending a day, as a staff in a couple of weeks' time exploring a different programme to see if we can continue to enhance what we are doing to ensure the safety of the children in our community.

There are a number of people that I would like to publicly thank on a night like tonight as we wrap up the 2017 school year. I would like to start with our staff, that is both teaching and non-teaching staff. One of the special characteristics about our staff is the strong sense of team approach that we take as we design programmes and problem solve different situations with individual children as they arise. If we are looking at the academic progress of different individual children at our school,

Our Lady of Fatima School

we draw a number of people into these conversations because we believe we are all responsible, to some degree for the development of all children. Of course, class teachers are ultimately responsible for the children in their care, but we constantly engage other staff in conversations about individual children if they have previously taught them or have particular expertise in the area we are discussing. It is that collective efficacy or group approach that enables us to achieve the best result for the child. So my sincere thanks to the staff for their commitment to our community, and the children in the community throughout 2017.

As we move into 2018, we are unable to sustain Marianne Crack's role in our school. These positions are reviewed annually and are subject to funding, unfortunately we cannot continue to maintain this role. We will be farewelling Marianne officially after our final mass at the end of next week with the children present, but just wanted to take this opportunity to sincerely thank Marianne for the contributions she has made to our community over a number of years – thank you Marianne.

I would also like to extend my thanks to our out-going P&F executive. I continue to be astounded by the work of our P&F here at Our Lady of Fatima. It has been really interesting to see the P&F evolve over the past 4-5 years, evolve in accordance with the needs of the community. You will all remember the enormous efforts of our P&F who contributed towards our new playground more than 2 years ago and the contribution towards the new school bus more than 12 months ago. Well our needs changed a little this year and with the closing of our school canteen and our 100th anniversary celebrations just being 2 examples of times when our 2017 P&F jumped in to support the community to get the best result for the children. I think all the children and parents would agree that the whole school lunches provided by a band of hard working parents was a fantastic success. The support offered to ensure our 100th anniversary celebration was a cherished and memorable occasion for the children too. These are just 2 examples of numerous events that took place this year: welcome back event, particularly for new families, Fathering Project initiative, Walk to School days, athletics carnival morning tea, Father's Day breakfast and many others.

My sincere thanks to the executive: Natasha Shepherd as President, Alena Gault as Vice President, Michelle Reeves as Secretary and Rob De Sousa as Treasurer. Thank you for engaging the community in the manner in which you have and supporting us to offer the children so many rich opportunities as a result of your contributions. (Flowers and cards presented)

To the uniform shop ladies, Clare Gauci, Jody Barkla and Melissa Oliveri-Brown, thank you for the professional and friendly manner in which you have managed our uniform shop. The children always look great in their uniform and the manner in which you meet the individual needs of the children and families in our school is fantastic, so my thanks to you ladies for the contributions you have made to our community. (Flowers and cards presented)

I would also like to thank the Banking ladies – Emma Spackman and Maria Robinson. The service you provide for the children in our community send some important messages to the children which is really important, so thank you for offering your time on Tuesday mornings and the countless other hours you contribute beyond those mornings. (Flowers and cards presented)

To the Bookclub ladies – Alison Forzatti and Clare Gendron. We had a handover part way through this year, so I would like to publicly thank Alison for the many years she has contributed to supporting us to develop the children's love for books. I would also like to thank Clare for taking this

Our Lady of Fatima School

role on, it is really easy to see Clare's love for books and assisting us to engender that same love in our children is very much appreciated. (Flowers and cards presented)

I would also like to thank the School Board, all of whom have indicated that they would like to continue next year – Clory Carello, our chairperson, Rob Barkla, our Treasurer, Kate Wittenoom, our Secretary along with our other Board members: Deirdre Westerhout, Chris Johnston, Steve Gauci, Michelle Reeves, our P&F rep on the Board and Sharon Grubb, our Parish rep on the Board. It has been a busy year on the Board with our capital development plan, but a very productive year, so my thanks to all member of the 2017 School Board for the many meetings and contributions you have made.

As we look forward, towards 2018, we will be continuing to consolidate a number of aspects of the overall programme we offer here at Our Lady of Fatima. I have already made reference to our continued maths focus for at least another year. We will also be expanding our creative thinking and lateral thinking focus by complementing the Robotics programme with a defined creative thinking approach called Optiminds. This is a specific programme where staff and students will be professionally developed in this area and a focus like this will continue to prepare our children for an ever-changing world that they are growing up in. Aligned to this, will be a programme called Agile Learning, which Rob and I will be spending a couple of days in the first semester learning about with other leaders within our system, to enhance the opportunities for our children.

Finally, speaking of Rob, he has led a sub-committee through a very long process to get to a point that we are at now where we are waiting for a Capital Development Plan to go through submission process to be ratified for it to go ahead. We have been told, we will find out by the end of this week.

In closing, I would like to thank everyone for your attendance tonight, the interest you show in our school and the support you give us.

Best wishes for a safe, holy and happy Christmas.

Paul

School Performance Information

Contextual Information

Our Lady of Fatima is a single stream Catholic school situated close to Fremantle with an enrolment of 246 students in eight classrooms ranging from Kindergarten to Year 6 and also an onsite 3 Year old Pre-Kindergarten class. With an emphasis on academics as well as spiritual, physical, social and emotion development, the school strives to provide a holistic learning environment for our students to flourish.

The school draws its students mainly from the areas of Palmyra, Bicton, Willagee and Melville, with the bulk of students coming from middle class backgrounds. The school has a tightknit community with a strong involvement in the school P&F and high classroom participation. The school's close relationship with the Our Lady of Fatima includes involvement in community masses and school-based fundraising to support the parish.

The school was founded by the Sisters of Our Lady of the Missions in 1925. Our Lady of Fatima strives to uphold the teachings and values of the Sisters, through our religious education programmes and faith formation. Students are nurtured in their religious beliefs through the school's Religious Education as well as the Making Jesus Real program that looks at embodying the values of the Catholic faith and living them in our day to day lives. In conjunction with the parish, the school prepares students in Years Three, Four and Six to receive the Sacraments and the school also offers an alter service training program.

Our Lady of Fatima employs a dedicated and professional staff who provide strong pedagogy and learning experiences for their students. The classroom teaching structure includes five full time classroom teachers and six tandem classroom teachers (Pre Primary, Year 4 and 5). In addition to the core classroom learning areas, the school also employs specialists in the fields of Learning Technology, Music, Sport and Science. A Japanese/ Mindfulness teacher is employed to enhance the programs in the school. The school offers educational support for students from Pre Primary to Year Six with programmes such as Multi-Lit, Mini-Lit. The Letters & Sounds programme is the synthetic phonics programme which is introduced in Kindergarten and is implemented through to Year 2.

The school ensures that students are given a wide array of learning experiences and opportunities to engage and enhance their learning. Extra learning opportunities include inter and intra school sporting competitions, a Robotics program, academic competitions, Speak Up Awards, musical instrument tuition and ukulele ensemble.

Teacher Standards and qualifications

All staff hold the necessary qualifications required by the Catholic Education Commission of Western Australia.

Master's Degree	3
Bachelor of Education	10
Diploma of Teaching	2

Workforce Composition

Staff	Female		Male	
	Indigenous	Non Indigenous	Indigenous	Non Indigenous
Full time Teaching	0	6	0	4
Part Time Teaching	0	10	0	0
Full Time Non-Teaching	0	2	0	0
Part Time Non-teaching	0	2	0	1

Student Attendance at School

Attendance is monitored using the attendance system within the Seqta suite. Reports are generated daily to confirm attendance. Parents may phone, email or send a note to report student absences.

Year Level	% of Attendance
PP	93%
1	95%
2	94%
3	96%
4	95%
5	95%
6	96%
Total School Attendance	95%

NAPLAN Information

The 2016 NAPLAN results for our school are similar to those of previous years with a continuing upward trend in results in both Year Three and Five.

The detailed breakdown of the results are shown below.

	YEAR THREE % at or above the minimum standard	YEAR FIVE % at or above the minimum standard
Grammar and Punctuation	100%	100%
Numeracy	100%	96%
Reading	100%	100%
Spelling	100%	100%
Writing	100%	100%

YEAR THREE AVERAGE

	School	National
Grammar and Punctuation	459.5	439.2
Numeracy	434.6	409.4
Reading	456.7	431.3
Spelling	426.5	416.1
Writing	456.5	413.6

YEAR FIVE AVERAGE

	School	National
Grammar and Punctuation	519.2	499.3
Numeracy	497.3	493.8
Reading	541.3	505.7
Spelling	508.9	500.8
Writing	502.9	472.5

Parent, Student and Teacher Satisfaction

Meetings were held at various times during the year to ensure that parents were fully informed of the activities and expectations of the school. Parents were encouraged to speak directly to teachers or a member of the leadership team with any matters of concern. Students actively participated in all curriculum events. Family and Sacramental Masses were well attended by students, staff and parents. Through the activities of the P&F and School Board, parents were offered many opportunities to engage with each other and be a part of the school community. Parental attendance and support of various school events both within and outside school hours, as well as active participation within various P&F events and School Board meetings was of a consistently good standard, throughout this period. Parents regularly participated within literacy and numeracy activities, excursions, incursions, sporting activities as well volunteering in extra-curricula activities, eg whole school lunches.

Post-school Destinations

Christian Brothers College Fremantle	12
Santa Maria College	5
IONA Presentation College	2
John XXIII College	2
John Curtin Senior High School	2
All Saints College	1
Aquinas College	1
Applecross Senior Highschool	1
Scotch College	1

School Income

<https://www.myschool.edu.au/>