



Catholic
Schools Office
DIOCESE OF MAITLAND-NEWCASTLE

ANNUAL SCHOOL REPORT

2015

SERVICE † LEADERSHIP † JUSTICE
Together in Christ



Holy Cross Primary School, GLENDALE

30 Oakland Street, GLENDALE 2285

Principal: Mr Patrick Hamilton

Phone: 4954 8471 Fax: 4956 5752

Email: admin@glendale.catholic.edu.au

www.glendale.catholic.edu.au

About the Annual School Report

Holy Cross Primary School is registered by the Board of Studies Teaching and Educational Standards NSW (BOSTES) as a member of the Catholic system in the Diocese of Maitland - Newcastle.

The Annual School Report provides parents and the wider community with fair, accurate and objective information about various aspects of school performance and development. The Report describes achievement of school development in 2015 and gives information about 2016 priorities.

This Report is a legislative requirement under the Schools Assistance Act, 2008.

The information in this Report is complemented by the Catholic Schools Office website and school websites where other publications and newsletters can be viewed or obtained.

Messages from Key School Bodies

Principal's Message

All stakeholders of Holy Cross Catholic School are proud of our community. School numbers continue to grow with an increase of over 30% in enrolments the past 3 years. Central to all decisions made are the teachings of Jesus Christ. Holy Cross Pastoral Care policy contributes to a safe, friendly environment supported by students, parents and staff. Students' development, be it academic, spiritual, social and psychological, is achieved through a partnership of home and school. At Holy Cross we are conscious to build this partnership at every opportunity.

As part of the State Action Plan (Literacy and Numeracy), a focus on strengthening students' achievement particularly K-2 has continued with very pleasing results supported by NAPLAN Data.

A focus of 2015 was developing teacher competence in the deliverance of 21st Century Pedagogy. Primary classes, Library & I.T. Lab have wireless connection which allows for senior primary classes to bring their own devices to compliment 21st Century Pedagogy. In 2016 all school blocks will be wireless and the BYOD program expanded.

Throughout the 2015 school year we have celebrated a number of student accomplishments which are highlighted within this report. We believe students and staff live out Holy Cross' motto being; Dare to achieve individual success, Share our Faith in God and one another, Grow together in resilience, respect and love.

Parent Body

Holy Cross Primary School is very well supported by the parent community. A very successful trivia night was co-ordinated which was attended by a large percentage of parents and raised considerable funds used for school resources. The parent body is very proud of their school and see it as a safe school in which their children learn.

With an expanding student enrolment, the decision was made to re-form Holy Cross' Parents and Friends Association. During Term 4 the Annual General Meeting was held to elect officers to begin the 2016 school year.

Student Body

Although we have Portfolio Leaders, the whole of Year 6 are seen as student leaders. The four portfolios are; Environment, Communication, Community and Ministry. Each term two portfolio leaders co-ordinate each portfolio with staff members. Together with all Year 6 leaders the most responsible role is setting a good example for the younger students in our school. The Year 6 leadership pledge is;

Yes I am prepared to be a leader

I will participate in and support school spirit, encourage the growth of Catholic values including social justice, love and tolerance and follow the example set for me by St Mary of the Cross, Catherine McAuley and especially the call from Pope Francis for The Year of Mercy.

I promise to show God's love by treating each student with care, justice and respect, to work with the Holy Cross staff in making our school a happy place to learn and to set good examples for other students to follow.

I promise to represent our school in the community with pride.

It has been communicated that Holy Cross students find the transition to High School smooth because they have been exposed to so much as leaders in Primary School and easily adapt to change due to the responsibilities given at Holy Cross.

SCHOOL FEATURES

History of the school

Holy Cross Primary School, Glendale is a school of around 120 students and is part of the Sugarloaf Parish. The school was opened 59 years ago by the Sisters of Mercy. The spirit of the Sisters of Mercy is still evident in the school's commitment to justice for all people. As already mentioned, Holy Cross has experienced substantial growth in recent years. Holy Cross School is a rich community, very much a family school that provides its students with a supportive and high quality learning environment.

As an integral part of the Sugarloaf Parish, the school raises funds to support schools in Vietnam. The Vietnam connection is particularly strong at Holy Cross, whereby Parish Priest Father Peter's assistant, Father John was educated in Vietnam as are the Sisters who play an active role in Sugarloaf Parish.

Location/Drawing Area

Holy Cross Primary School, Glendale is situated on Lake Road Glendale. Glendale is a suburb of Lake Macquarie and is located at the northern end of Lake Macquarie. Holy Cross School is one of eleven primary schools in the Lakes Region. Holy Cross Primary is a feeder school for St Paul's High School, Booragul.

Holy Cross enrolments draw upon the following areas; Glendale, Cameron Park, Elermore Vale, Speers Point, Edgeworth, Wallsend, West Wallsend, Argenton, Cardiff, Macquarie Hills, Toronto, Fletcher & Barnsley.

Catholic Identity and Mission

Catholic Imagination and Spirituality

Holy Cross Catholic Primary School offers students the opportunity to learn and develop in an atmosphere characterised by care. We aim to form students who are able to make an active, worthwhile contribution to the world in which they live.

The main spiritual focus of Holy Cross is to provide a variety of prayer and liturgical experiences that linked school, home and parish. Teachers attended a day with Fr Richard Leonard; parents and parish joined with the school community for Christmas Carols during Advent; Bernadette Gibson (Catholic School Office) shared 2 sessions with teachers and support staff on The Beatitudes; and the purchase of our school candle meant that we could ritualise Jesus' presence among us;

In 2015 we continued this commitment and proudly lived our Catholic identity through our mission and vision statements by the way we interacted, celebrated and showed loving kindness with others.

Family, Parish and Diocesan evangelising and catechesis

Making Jesus Real is the foundational program that 'umbrellas' various school community initiatives. We provide many opportunities to celebrate the Catholic Identity of Holy Cross.

Holy Cross Catholic School is part of the Parish of Sugarloaf. As a school we attend the Thursday morning Parish Mass. It is an opportunity to join together for Eucharistic celebrations; school, parents and parish. Our commitment to support parish Eucharistic celebrations is also evident by our involvement in the Sacramental programs throughout the year; weekend Masses e.g. Kindergarten Welcome Mass; our support of Sugarloaf Parish's commitment with Vietnam; attendance at diocesan events such as Catholic Schools Week and Project Compassion Masses; Connecting to our sister school St Benedict's Edgeworth and our feeder school St Paul's Booragul e.g. Leadership day with Year Five from both schools and Year 9 from St Paul's.

Christian Discipleship

As a Catholic School we focus on faith formation, as well as learning about Jesus. For staff, our Retreat Day centred on the diocesan visit from Fr Richard Leonard where staff were presented with some thought provoking content as well as scriptural connections.

Religious Education and Curriculum

The teaching of Religious Education at Holy Cross Catholic School is addressed both implicitly and explicitly by all members of our Church community. The Maitland-Newcastle Religious Education Syllabus forms the basis of our formal teaching. Monitoring of timetabling, frequent RE staff meeting to inform, programs and student work samples take place once a term and many seasonal liturgical events are highlighted through not only the formal but also using the creativity of our students to deliver the Scripture, doctrine and history to the whole school community e.g. Easter Presentation. Praying each day has been the cornerstone of our faith formation and prayer spaces in the classes displayed the liturgical seasons, appropriate religious ornaments, the bible and the addition of crucifixes from Vietnam with a commentary. Our Year 6 Religious Literacy results were favourable and this year also saw the implementation of the new RE units for Early Stage One.

Initiatives Promoting Respect and Responsibility

Holy Cross and the wider community participated in Project Compassion, Mission Week and our main focus with the Sugarloaf Parish supporting Father Peter and his involvement in Vietnamese schools. The generosity was outstanding indicating a true spirit in the school for social justice. Classes (Kindergarten and Year 1) visited the Salvation Army Shop where students were able to observe what happens after generous people give to the poor. Richard Cootes visited the school, in support of Mission Week. The students were able to make connections between our lives here at school and the lives of others who are not as lucky.

Student Profile

The table below shows the number of students in each of the categories listed.

| LBOTE* | SWD* | Indigenous |
|--------|------|------------|
| 8 | 17 | 10 |

*Language Backgrounds Other Than English (LBOTE); Students With Disabilities (SWD)

Enrolment policy

Holy Cross Primary School follows the guidelines provided by the Catholic Schools Office *Enrolment Policy 2013*. This Enrolment Policy has been devised in order to accommodate the needs of families seeking a Catholic education. It aims to set direction for school procedures and practices for enrolling students into Catholic Primary and Secondary Schools within the Diocese of Maitland-Newcastle and to establish a common, consistent approach in enrolment practices and assist the system of Catholic schools to provide schooling, where possible, for all Catholic children who seek enrolment, cater for the individual needs of each child equitably within the constraints of the available teaching and material resources and to encourage parents enrolling their children in Catholic schools to give support to parish and school life, especially in education in faith.

Copies of the Policy are available from the school, or from the Catholic Schools Office website. Parents concerned about school fees should ensure they make contact with the school. Diocesan provisions (including standard discounts for those with a Health Card) exist to help in this area, and the Principal can also exercise discretion where genuine need exists.

Actual Enrolments 2015

| Scholastic Year | Number of Students |
|-----------------|--------------------|
| K | 10 |
| Year 1 | 31 |
| Year 2 | 20 |
| Year 3 | 16 |
| Year 4 | 11 |
| Year 5 | 13 |
| Year 6 | 19 |
| Total | 120 |

Student Attendance - K to 6 - PDF

Percentage of student attendance by Year level and school average for 2015

| K | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | School Average |
|----|--------|--------|--------|--------|--------|--------|----------------|
| 98 | 90 | 90 | 92 | 97 | 96 | 89 | 94 |

Managing Student Non-attendance

Regular attendance at school is essential if students are to maximise their potential. Schools, in partnership with parents and guardians, are responsible for promoting the regular attendance of students. The compulsory years of schooling is age 6 to 17. Principals and school staff, in consultation with students and their parents, will usually be able to resolve issues relating to non-attendance. While parents should be reminded of their legal obligations under the Education Act, (1990), the welfare of the student must be the focus of this consultation. The most effective means of restoring and maintaining regular school attendance includes sound attendance monitoring practices and regular follow-up of unexplained absences by contacting parents promptly. Resolution of attendance difficulties may require a range of additional school based strategies including student and parent interviews, reviewing the appropriateness of the student's educational program, development of a school-based attendance improvement plan, referral to the school counsellor or outside agencies and support from school - based personnel. If a range of school-based interventions has been unsuccessful, support may be requested by referring individual cases of unsatisfactory attendance to the Catholic Schools Office.

Pastoral Care and Wellbeing

Student Welfare Policy

The Staff of Holy Cross School work continuously to ensure that the welfare of our students is a priority in the daily working of the school. Our 'Stay Alert' recording system ensures that we are able to quickly recognise behaviour that may need a particular response to ensure that we are able to assist the child who may need assistance with behaviour or who may be experiencing some underlying issue that is causing certain behaviour. Teachers are kept up to date with current cases of children being assisted to this end. Time is allocated at staff meetings to debrief staff on such cases. Our school counsellor works with children who are in need of support and guidance.

Discipline Policy

Holy Cross School follows disciplinary procedures based on positive behaviour. The school enforces this by explicitly teaching children the type of behaviour we expect to see around the school. In 2013 Holy Cross initiated the 'Friendly School Plus Resource' to strengthen this approach to discipline. In 2014 Holy Cross introduced the 'Making Jesus Real' program as a way of aligning our approach to Positive Behaviour with our Catholic identity.

Holy Cross Pastoral Care & Discipline Policy is an effective policy whereby students take ownership of their behaviour and realise the implications of anti-social behaviour. There is a detailed tracking system of student behaviour which is an invaluable source of explicitly identifying behavioural types and in doing so, suggesting strategies to adapt behaviour.

The full text of the School's Student Discipline Policy may be accessed on the School's website or at the administration office.

Anti-Bullying Policy

Catholic schools have the responsibility to promote cultures of trust, cooperation and respect in the lived experience of the Catholic Christian setting. Bullying in a school mitigates such a culture and inhibits the development of positive relational outcomes for the common good of students, teachers and caregivers. *Holy Cross Primary School Anti-Bullying Policy* is reviewed regularly and is available on the school website.

Complaints and Grievances

The school has formal written protocols in place to address complaints and grievances. These protocols are in line with the Complaints and Grievances Resolution Policy (2013), developed to provide a consistent approach for all Diocesan schools. This policy aims to address the concerns of Parents / Carers and the wider community. These concerns may include children's learning, behaviour and welfare, school organisation and management, student health and safety issues.

A copy of this policy and the informative parent brochure is available from the school office, school website or is available on the Catholic Schools Office website.

School Improvement

School Improvement Plan

A summation of the School Improvement plan 2015 is;

Maintain a strong focus on social justice and develop its link to charitable works and the concept of 'others' rather than 'self'.

Investigate and implement contemporary, pedagogical and ICT approaches to support excellence in learning and teaching.

Identify and implement successful strategies for targeted students.

School Academic Priorities

| Key improvements achieved this year | Key improvements for next year |
|---|--|
| <p><i>Maintain a strong focus on social justice and develop its link to charitable works and the concept of 'others' rather than 'self'.</i></p> <p><i>During the year, Holy Cross students took on the responsibility of raising money for Catholic Mission. Our aim was to raise enough money to supply 1 water pump for towns which had no clean water suitable to drink. By the end of the year, money raised by the Holy Cross Community funded 8 water pumps, prompting Catholic Mission to send out a representative to receive the funds on behalf of Catholic Mission. Holy Cross staff and students are very proud of their charitable works.</i></p> | <p>Set explicit goals for literacy and numeracy</p> <p>We will do this by;</p> <p>Providing professional development through staff meetings.</p> <p>Identify as a staff a component of Numeracy.</p> <p>Develop a school goal from identified component.</p> <p>From explicit school goals develop team goals.</p> <p>Working in teams, develop quality learning activities for students that reflect team goals.</p> <p>After pre-test, incorporate specific learning activities into daily teaching.</p> <p>Post test to analyse development</p> |
| <p><i>Investigate and implement contemporary, pedagogical and ICT approaches to support excellence in learning and teaching.</i></p> <p>All teaching staff participated in a 2 day 21st Century Learning course emphasising pedagogical practices and the integration of technology to achieve outcomes. Holy Cross senior class increased the frequency of BYOD days to enable students to work collaboratively on learning tasks. This learning is being successfully incorporated into day-to-day lessons.</p> | <p>Use NAPLAN result analysis to target areas requiring attention in numeracy & literacy</p> <p>We will do this by;</p> <p>Analysing 2015 NAPLAN Writing data. Identify areas of need.</p> <p>Identify as a staff a component of Writing (from NAPLAN Data).</p> <p>Develop a school goal from identified component.</p> <p>From explicit school goals develop team goals.</p> <p>Working in teams, develop quality learning activities for students that reflect team goals.</p> <p>Purchase resources</p> <p>After pre-test, incorporate specific learning activities into daily teaching.</p> |
| <p>Identify and implement successful strategies for targeted students.</p> <p>Funds from the State Actin Plan have enabled Holy Cross to employ a Lead Teacher to specifically develop the skills and competencies of students in English & Numeracy K-2. Literacy has been the focus the past 3 years with success. 2015 Year 3 NAPLAN results show that there was a 40% increase over 3 years for the top band for Reading, 59% of students were in the the top two bands for Writing, 60% of students the top two bands for Spelling and 52% of students the top two bands for Grammar & Punctuation.</p> | <p>Review our core values, mission and vision statement to ensure alignment with the Nature and Purpose of Catholic Schools statement.</p> <p>We will do this by;</p> <p>Staff becoming familiar with Nature and Purpose of Catholic Schools statement. Revisit school vision and mission statement to develop ownership and clarity.</p> <p>Visiting targeted schools within our Diocese.</p> <p>Deliver a revised School mission and vision statement in consultation with the wider Holy Cross Community.</p> |

Academic Achievements

As part of our school motto, Holy Cross School 'Dares for individual Success'. This statement drives our expectations set for our students. We believe all students deserve to achieve at their individual capability. This goal sets us a challenge then to meet the needs of not only those students who experience difficulty in learning, but also those students who are able to achieve at a high level. For the second year running, Holy Cross achieved above average results in the Diocesan Religious Education assessment. Our results in 2015, as indicated by State & National assessments, and as finalist in the Lakes Region Debating competition for the second year running indicates that we are definitely reaching our academic goals.

Cultural achievements

The Performing Arts are an important part of the culture of Holy Cross School. This year saw a continuation of our annual school dance concert entitled 'Underwater adventure' and singing performances. Our school choir was formed 2015. Introduced in 2015 was keyboard tuition for interested students. Over 30% of our older students participated in keyboard, culminating in an end of year concert performance.

Sporting achievements

Holy Cross School continues to participate in a number of sporting events throughout the year. These include athletics carnival, swimming carnival and cross- country event. Our school selects teams to compete at Regional levels. During our winter terms Holy Cross School takes part in the Macquarie Cup (soccer) and the Macquarie Shield (netball). During 2015 Holy Cross had one student progress all the way to National Swimming Championships, breaking numerous records at National level and collecting numerous national medals, mostly gold.

Student Achievements

Performance in National Testing

The National Assessment Program – Literacy and Numeracy (NAPLAN) is an annual assessment for student in Years 3, 5, 7 and 9. NAPLAN assessment results provide valuable information about student achievements in literacy and numeracy. An analysis of these results assists School planning and is used to support teaching and learning programs.

The tables below show the percentages of students who achieved particular skill bands in numeracy and the aspects of literacy. The School results shown are compared to students nationally. Literacy is reported in four content strands (aspects): Reading, Writing, Spelling, Grammar and Punctuation. Numeracy is reported as a single content strand.

| NAPLAN RESULTS 2015 | | % of students in the top 3 bands | | % of students in the bottom 2 bands | |
|---------------------|----------|----------------------------------|-----------|-------------------------------------|-----------|
| | | School | Australia | School | Australia |
| Year 3 | Reading | 73.33% | 71.10% | 20.00% | 12.90% |
| | Writing | 73.33% | 75.80% | 6.67% | 9.30% |
| | Spelling | 60.00% | 65.20% | 20.00% | 16.70% |
| | Grammar | 66.67% | 73.20% | 20.00% | 12.60% |
| | Numeracy | 53.33% | 60.80% | 40.00% | 16.80% |

| NAPLAN RESULTS 2015 | | % of students in the top 3 bands | | % of students in the bottom 2 bands | |
|---------------------|----------|----------------------------------|-----------|-------------------------------------|-----------|
| | | School | Australia | School | Australia |
| Year 5 | Reading | 33.33% | 57.90% | 25.00% | 20.00% |
| | Writing | 33.33% | 52.40% | 8.33% | 19.50% |
| | Spelling | 33.33% | 60.80% | 16.67% | 14.60% |
| | Grammar | 33.33% | 60.90% | 16.67% | 18.60% |
| | Numeracy | 16.67% | 55.80% | 33.33% | 17.60% |

Staffing Profile

Staff Qualifications

| Qualifications and Experience | Number of Staff |
|---|-----------------|
| I. Teachers with teaching qualifications from a higher education institution within Australia or as recognised by National Office of Overseas Skills Recognition (NOOSR). | 11 |
| II. Teachers with qualifications from a higher education institution within Australia or as recognised by NOOSR but lacking formal teaching qualifications | 0 |

Workforce Composition

| Number of Staff | |
|---|----|
| Total teaching staff | 11 |
| Total non-teaching staff | 7 |
| Grand total | 18 |
| Percentage of teachers who are indigenous | 0 |

Teacher Attendance

The average teacher attendance rate for Holy Cross Catholic School is 95%.

Teacher Retention

The average teacher retention rate for Holy Cross Catholic School is 100%.

Professional Learning Undertaken

Staff professional development included whole staff days and individual staff attendance days. As a whole staff the following training was undertaken.

☐ Spirituality In-service Day- Fr Richard Leonard

☐ Introduction to the new NSW Science Syllabus

Emergency first-aid and CPR training

21st Century Learning 2 day course

Teacher standards in-servicing

Asthma Training

Individually professional development included;

Curriculum up-dates

Retreat days

NAPLAN Analysis

Parent, Student and Teacher Satisfaction

The opinions and ideas of parents, students and staff are valued and sought. Their suggestions are incorporated into planning for and achieving improved outcomes for students. This year, the School has used a variety of processes to gain information about the level of satisfaction with the School from parents, students and staff.

Parent Satisfaction

There is a high level of community satisfaction at Holy Cross. Retention of both students and staff is an indication that the school is a place children, staff and parents enjoy being. Community events such as our annual school concert, twilight athletics carnival and Christmas concert are well attended and supported by the parent community. It is with great excitement and enthusiasm that the Parents & Friends Associations was reformed to begin the 2016 school year. Kindergarten enrolment for 2016 is in excess of 25, further indication of the level of community satisfaction.

Student Satisfaction

Children speak of their school as a safe place to learn and where the teachers care for them and support them in their learning. The following comments are attributed to our senior students when asked of their views of Holy Cross Catholic School Glendale;

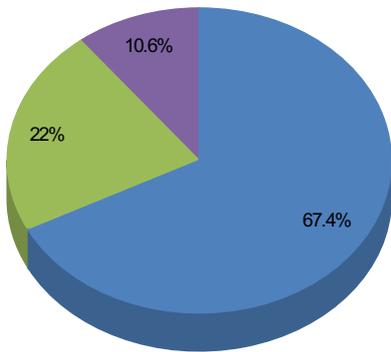
- Everyone treats each other with respect.
- Everyone encourages each other.
- Teachers understand us.
- We treat each other the way we always like to be treated.
- It is a fair school.
- We feel safe, secure and loved.
- There is friendliness all around.
- Holy Cross is a very welcoming school.
- We can talk about our concerns and be helped and guided.
- It is about learning and having fun here, not judging.
- We are a very giving school community.
- School leaders are a great example.
- We represent the school well when on excursions.
- We are like a family here.
- We wear our uniform with pride.
- We look out for our friends.
- We have lots of opportunities to shine.
- We have lots of groups to be involved in like mini-Vinnies and choir.

It is a loving community and our parent helpers are great.

Staff Satisfaction

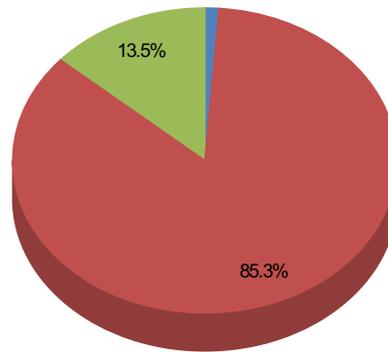
100% staff retention is an indication that the school is a place staff enjoy being. Further indication of staff satisfaction are staff lunches held numerous times throughout the year. All staff members contribute to these lunches which are held to celebrate various achievements of staff members. The lunches are now part of the culture of Holy Cross Catholic School.

Income



- Commonwealth Recurrent Grants (67.4%)
- Government Capital Grants (0%)
- State Recurrent Grants (22%)
- Fees and Private Income (10.6%)
- Other Capital Income (0%)

Expenditure



- Capital Expenditure (1.2%)
- Salaries and Related Expenses (85.3%)
- Non-Salary Expenses (13.5%)

This School Financial Information is based on the detailed information provided to the Commonwealth Government in the Commonwealth Financial Questionnaire. School Financial Information for the 2015 year is detailed below:

| RECURRENT and CAPITAL INCOME | |
|--|--------------------|
| Commonwealth Recurrent Grants ¹ | \$1,087,523 |
| Government Capital Grants ² | \$0 |
| State Recurrent Grants ³ | \$354,214 |
| Fees and Private Income ⁴ | \$170,777 |
| Other Capital Income ⁵ | \$0 |
| Total Income | \$1,612,514 |

| RECURRENT and CAPITAL EXPENDITURE | |
|--|--------------------|
| Capital Expenditure ⁶ | \$18,435 |
| Salaries and Related Expenses ⁷ | \$1,331,049 |
| Non-Salary Expenses ⁸ | \$211,210 |
| Total Expenditure | \$1,560,694 |

Notes

1. Commonwealth Recurrent Grants includes recurrent per capita grants and special purpose grants.
2. Government Capital Grants includes all capital grants received from the Commonwealth and State Governments.
3. State Recurrent Grants includes recurrent grants per capita, special purpose grants and interest subsidy grants.
4. Fees and Private Income include Archdiocesan and school based fees, excursions and other private

income.

5. Other Capital Income includes building levy fees and capital donations used to fund Capital Expenditure.
6. Capital Expenditure includes expenditure on School Buildings, and Furniture and Equipment.
7. Salaries and Related Expenditure includes all salaries, allowances and related expenses such as superannuation and workers compensation insurance.
8. Non-Salary Expenses include all other Non-Salary Recurrent Expenditure covering resources, administration, operational expenses, utilities, repairs and maintenance.

Report Access and Publication

This report is available to members of the school and wider communities. Copies will be supplied to the Catholic Schools Office, The Board of Studies Teaching and Educational Standards NSW, The Parent and Friends Association, the Parish Priest and to all parents.

Copies of this school's Annual School Report are available to the general public. Persons wishing to access a copy of the report should contact:

Mr Patrick Hamilton

Holy Cross Primary School

GLENDALE

Phone: 4954 8471

For further information relating to the Diocesan Policy please refer to: <http://mn.catholic.edu.au>