



# ANNUAL REPORT TO THE SCHOOL COMMUNITY

**ST THOMAS THE APOSTLE  
CRANBOURNE EAST**

2015



REGISTERED SCHOOL NUMBER: 2090

**Primary School**

# ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

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## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### Contact Details

<b>ADDRESS</b>	5 Fiorelli Boulevard Cranbourne East VIC 3977
<b>PRINCIPAL</b>	Brendan Marrinon
<b>PARISH PRIEST</b>	Father Denis O'Bryan
<b>SCHOOL BOARD CHAIR</b>	Vivian Crasto
<b>TELEPHONE</b>	(03) 5998 9293
<b>EMAIL</b>	principal@cranbourneeast.catholic.edu.au
<b>WEBSITE</b>	www.cranbourneeast.catholic.edu.au

### Minimum Standards Attestation

I, Brendan Marrinon, attest that St Thomas the Apostle Cranbourne East is compliant with:

- All of the requirements for the minimum standards and other requirements for the registration of schools as specified in the Education and Training Reform Act 2006 (Vic) and the Education and Training Reform Regulations 2007 (Vic), except where the school has been granted an exemption from any of these requirements by the Victorian Regulation and Qualifications Authority (VRQA).
- Australian Government accountability requirements related to the 2015 school year under the Australian Education Act 2013 (Cth) and the Australian Education Regulations 2013 (Cth).

20 May 2016

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### Our School Vision

St Thomas the Apostle Catholic Primary School, Cranbourne East has been established to provide a quality education in the Catholic tradition for the families in the local area.

### Our School Mission

In the spirit of St. Thomas the Apostle, who was one of the first Christian missionaries and is the patron saint of builders, the community of St. Thomas will endeavour to build a community of prayer, service, thanksgiving and reconciliation and provide opportunities for all its students to experience a learning environment that educates, challenges and engages.



**St Thomas the Apostle was reputedly killed by a spear in Chennai, India.**

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### School Overview

St Thomas the Apostle Primary School is a Catholic school for girls and boys in classes from Prep to Year 6.

The school is named after St. Thomas the Apostle who founded the church in Chennai, India in the first century and was martyred by a spear. He is well known for doubting Jesus' resurrection, but when he actually saw the risen Christ he fell to his knees and exclaimed, "My Lord and My God." Just as Thomas' faith was inspired by the life, death and resurrection of Christ and led to him establishing a new Christian community in a new land, our school community is following his example of faith and courage and establishing a new Christian community in a new suburb.

The school opened in January, 2014 at St Agatha's PS with an enrolment of 125 students and moved to the Cranbourne East site on 21st March, 2014.

In 2015, the school enrolment had increased to 202 and three extra classes were added to the school community.

The staff at St Thomas the Apostle P.S. strive to develop caring and professional relationships with every student at the school so that the children can experience a collaborative learning environment that educates, challenges and engages.

St Thomas' is a multi-cultural community that places a strong emphasis on the pastoral care of the students and educating the whole child in accordance with the teachings and traditions of the Catholic Church.

We aim to develop a learning community in partnership with the families based on the four pillars of Prayer, Thanksgiving, Service and Reconciliation.



**Year 6's proudly wearing their Graduation jackets.**

## **Principal's Report**

St Thomas the Apostle Catholic Primary School continued to grow throughout 2015, both in terms of additional enrolments but also as a community. The school received very positive feedback in the data generated by the Enhancing Catholic Schools Identity (ECSI) and the Insight SRC surveys.

The four school closure days focussed on Staff Spirituality, Family Partnerships, English and Mathematics. These four conferences give a strong indication of the priorities of the school.

Three new classes were opened and Visual Arts was added to the school's specialist program. Japanese was expanded to include regular classes in Prep.

The school continued to roll out its master plan and successfully applied for Stage 2 to be built.

This construction will provide an additional 7 general areas in May, 2016.

In 2015, the school offered more opportunities for parents and families to be involved in the activities of the school as the "Friends of St Thomas" organised a number of fundraising and social activities and the school set up a Facebook page which allowed parents access to the daily activities at St Thomas.'

The following Annual School Report is a statutory requirement of the school and explains what the school has achieved in 2015 under the following headings:

1. Education in Faith
2. Learning and Teaching
3. Student Well-being
4. Leadership & Management
5. School Community

This report will refer to goals and outcomes stated in the St Thomas the Apostle School Improvement Plan (2013) which used slightly different but easily matched headings and provide an indication of the future direction of the school.



**Mr Brendan Marrinon**

## Education in Faith

### Goals & Intended Outcomes

#### Enhancing the Catholic Nature of Our School

At St Thomas the Apostle Catholic Primary School we believe that students learn best in a community where the Gospel is central to the lives of students, parents and staff, and where each person's encounter with God is given importance and allowed the opportunity and time to develop.

#### Goal:

To celebrate and develop the Catholic nature of the school.

#### Outcome:

That the school community will become a place of:

- a) Prayer
- b) Service
- c) Thanksgiving
- d) Reconciliation

### Achievements

The school built on the achievements of 2014 and further developed the community's awareness of the school's charism. Applicants for teaching roles were asked to research the life of St Thomas and students also learnt about the lives of the House patron Saints.

The school community worked closely with the St Agatha's parish in preparing students for the Sacraments of Reconciliation, First Holy Communion and Confirmation.

Regular class Masses and Reconciliation were celebrated throughout the year and each Learning Community had opportunities to lead prayer services such as ANZAC and Remembrance Day, Holy Week and Advent services to name a few.

Various members of the community were also given opportunities to participate in Diocesan liturgies such as the Diocesan Leadership Mass, the Pilgrim Mass and the installation and ordination of Bishop Patrick O'Regan.

The community continued to support the Project Compassion, Caritas and St Vincent De Paul Appeals generously throughout the year.

The staff also participated in a spaced learning program focusing on the Gospel According to Mark and teaching and administrative staff participated in a spirituality day.



**Fr Denis explaining the parts of the St Agatha's church**

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### VALUE ADDED

The response to participate in the ESCI survey was deemed enough to provide statistically valid data. In each scale and section of the survey the school was placed in positive territory which indicates that the school is making good progress in working towards becoming authentic dialogical and recontextualising schools in the Catholic tradition.

The staff demonstrated a high level of engagement in a discussion about how the school presents secular traditions regarding Christmas and Easter and related these insights to a deeper understanding of the ECSI data.



## Learning and Teaching

### Goals & Intended Outcomes

**Goal:**

Identify a theme to guide the school community's focus on developing quality education in the Catholic tradition.

**Outcomes:**

That the school provides a learning environment that educates challenges and engages.

### Achievements

Following last year's articulation of the learning theme: "Learners building a community through engagement," the staff implemented a number of successful strategies that demonstrated the school's commitment to engage the students in their own learning.

These strategies included an on-going thorough exploration of each teacher's personal pedagogy, (teaching philosophy), the implementation of collaborative Student Conferences; an extremely well attended Learning Expo that was connected to the Book Week theme: "Books light Up Our World." An "Extending Mathematical Understanding" program was introduced to support students in Year 1 & 2, staff were given the opportunity to participate in Mathematics professional learning day and observed demonstration lessons presented by Expert teacher of Mathematics and Visual Arts was introduced to all class levels and the Japanese program was extended to include the Prep classes.

A school closure day focussed on developing the school's English program.



**The Junior Learning Community began the year with a "Dr Seuss" theme.**

### STUDENT LEARNING OUTCOMES

St Thomas the Apostle Primary School has been implementing the National Assessment Program-Literacy and Numeracy (NAPLAN) tests since the school opened in 2014. These tests are administered annually in Year 3 & 5 classes throughout Australia in May. NAPLAN provides useful data that can be used to inform schools by identifying individual students' specific needs in Reading, Writing, Spelling, Grammar and Punctuation and Numeracy. The results of the tests can also be useful for whole school planning by identifying areas of strength and need in the school's English and Mathematics programs.

Caution should be used when drawing conclusions from the following data as the sample size in Year 5 is quite small and the results have only been collected over a two year period, therefore we do not currently have the information to compare a cohort's performance over a period of time.

The comments below refer to the mean average.

#### **YEAR 3**

Reading: In 2014 95.5% of students met the minimum standard in Reading and in 2015, 95.2% reached this standard.

Writing & Spelling: In 2014 100% of the Year 3 students met the minimum standard in Writing and Spelling and in 2015, 95.2% reached this standard.

Grammar & Punctuation: 95.5% of students met the minimum standard in 2014 and 85.7% achieved this standard in 2015.

Numeracy: In 2014, 95.5% of students met the minimum standard in mathematics and in 2015, 81.0% achieved this standard.

#### **YEAR 5**

The Year 5 cohorts at St Thomas' have been quite small and the students transferred from a wide range of schools within Victoria, therefore extra caution needs to be exercised when drawing conclusions from this data.

Reading: In 2014, 100% of the Year 5 students met the minimum standard in Reading and in 2015, 88.9% achieved this standard.

Writing & Spelling: In 2014 and 2015, all Year 5 students met the minimum standard in Writing and Spelling.

Grammar & Punctuation: In 2014, all the Year 5 students met the minimum standard, and in 2015 83.3% of students met the minimum standard.

Numeracy: In 2014, all the Year 5 students met the minimum standard in Mathematics. In 2015, 94.4% achieved the minimum standard.

The Australian Curriculum and Assessment Authority urge caution when analysing results such as these due to the small sample size. However, the school has used this data and other assessments to plan on-going professional learning opportunities for all staff to improve the school's learning and teaching program.

## School Community and Student Wellbeing

### Goals & Intended Outcomes

#### Developing the Community Nature of Our School

At St Thomas the Apostle Catholic Primary School we believe that students learn best when all are welcomed and actively involved in the community life of our school.

#### Goal:

To build and develop professional and caring relationships between home, school, Parish and the wider community.

#### Outcome:

That families and staff are given multiple opportunities to participate in the life of the school.

### Achievements

The school has developed a number of strategies to strengthen the Family-School partnership. Many of these strategies focus on building frequent and regular communication so all parents have a variety of ways to access information regarding the school's activities.

Some of these strategies include:

- Open day/nights to inform and welcome prospective families to St Thomas the Apostle.
- Information nights in Prep and Junior Learning Communities in Term 1 to introduce staff members and support families.
- Term newsletters from all Learning Communities, i.e. Prep, Junior, Middle and Senior.
- School Facebook page linked to school app "Skoolbag" to increase profile within the St. Thomas the Apostle community.
- Care Group program each term to develop and enhance cross-age peer support and highlight important events on school calendar e.g. Mother's Day, Book Week.
- Overnight Professional Development for staff to further focus on family-school partnerships.
- Contact, visit & discussion with Well Being Leader from Foundation House staff to enhance cultural perspectives between families and school.
- Family events - Learning Expo with "Books Light Up Our World" theme; Christmas Carols & Sausage Sizzle.



The Learning Expo in 2015 had a "Books Light Up Our World" theme.

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### How school absences are managed

- All student absences are recorded in both the morning and the afternoon by teachers.
  - System, Government authorities and enrolment auditors may seek student attendance records.
  - The principal has a further responsibility to ensure that unexplained absences are investigated, and that high levels of absenteeism are adequately explained.
  - The principal will contact parents of students with high levels of unexplained or unapproved absences, with the view to developing and implementing strategies to minimise absences.
  - Ongoing unexplained absences or lack of cooperation regarding student attendance will result in a formal attendance conference being organised. Unresolved attendance issues may be reported by the principal to CEO (Catholic Education Office) Sale and DEECD, (Department of Education and Early Childhood Development).
  - Student attendance and absence figures will appear on student half year and end of year reports.
- (This excerpt has been quoted from the school's "Attendance Policy.")

### VALUE ADDED

Overall, the results from the Insight SRC surveys were extremely pleasing and demonstrated that the vast majority of respondents are extremely positive about the school as it is at present and the direction it is working towards.

### STUDENT SATISFACTION

The data indicated that the student attitudes to school were quite high most areas particularly "Encouraging learning," "Teacher empathy," "Student safety," and "Student motivation." The survey results showed a relative need in "Student Behaviour," which the staff have identified as an area of focus in 2016.

### PARENT SATISFACTION

Overall, the parents who responded to the Insight SRC survey were extremely positive in almost all aspects of the school's culture. However, the school is committed to providing a broad comprehensive learning and teaching program within normal hours. Parents rated "Student Connectedness to school," "Motivation," "Connectedness to Peers" and "School Improvement" as strong.

## Leadership and Stewardship

### Goals & Intended Outcomes

#### Strengthening the Leadership in our Catholic Schools

At St Thomas the Apostle Catholic Primary School we believe that students learn best where positive leadership and genuine partnerships exist within the school community, and where communication is open, honest and effective.

#### Goal:

To develop an inclusive and collaborative learning community.

#### Outcome:

That all families have a high awareness of the school's activities.

### Achievements

- ALL staff participated in an overnight in-service focussing on the development of strong and authentic Family-School partnerships
- The establishment of a Specialist Learning Community led by a Leader of Specialists Position of Leadership. This structure facilitated a stronger connection between the Specialists and their learning programs and the rest of the school community.
- Two staff members successfully completed the Change 2 Facilitator training course.
- The Friends of St Thomas (FOST) parent group organised a number of social and fundraising activities
- A new playground was installed and line markings were painted on the hard surfaces, the Eucharist garden bed was planted and the grounds were levelled to facilitate maintenance.
- Work on Stage 2 commenced and will be completed in May, 2016.

### EXPENDITURE AND TEACHER PARTICIPATION IN PROFESSIONAL LEARNING (PL)

#### DESCRIPTION OF PL UNDERTAKEN IN 2015

- The staff participated in a wide range of Professional Learning activities which included attending conferences led by external organisations and staff members at St Thomas', on-line presentations, coaching and mentoring, reading, staff meetings and staff discussions.
- The content of the professional learning activities undertaken by staff during 2015 covered a wide range of areas including Family Partnerships, spirituality, English, Mathematics, Leadership, First Aid, pedagogy, the new Victorian Curriculum, ICT, collaborative teams, Administration, ICON, Graduate induction, Graduate mentoring and Health and Safety.

Total expenditure for Professional Learning in 2015 was \$11,106.

NUMBER OF TEACHERS WHO PARTICIPATED IN PL:

16

AVERAGE EXPENDITURE PER TEACHER FOR PL:

\$694

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### TEACHER SATISFACTION

All teachers elected to continue at the school at the end of 2015 except for one part-time member.

The Insight SRC data showed that staff responded positively to most areas of the survey to such an extent that most areas placed the school culture in the top 25% of all Victorian teachers.



**Inaugural Friends of St Thomas (FOST) meeting.**

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### Financial Performance

REPORTING FRAMEWORK	MODIFIED CASH \$
<b>Recurrent income</b>	<b>Tuition</b>
School fees	212,492
Other fee income	65,904
Private income	21,485
State Government recurrent grants	418,993
Australian Government recurrent grants	2,149,086
<b>Total recurrent income</b>	<b>2,867,959</b>
<b>Recurrent Expenditure</b>	<b>Tuition</b>
Salaries; allowances and related expenses	1,407,205
Non-salary expenses	544,123
<b>Total recurrent expenditure</b>	<b>1,951,329</b>
<b>Capital income and expenditure</b>	<b>Tuition</b>
Government capital grants	626,968
Capital fees and levies	
Other capital income	
<b>Total capital income</b>	<b>626,968</b>
<b>Total capital expenditure</b>	<b>1,305,983</b>
Loans (includes refundable enrolment deposits and recurrent, capital and bridging loans)	
<b>Total opening balance</b>	<b>2,528,112</b>
<b>Total closing balance</b>	<b>2,772,772</b>

*The information provided above does not include system levies charged to individual schools, intra-systemic transfers and, for primary schools, the Diocesan Supplementary Capital Fund supporting primary schools' capital borrowings.*

The information provided in this VRQA template is not comparable with other educational sectors or to ACARA school-level income reports displayed on the MySchool website. ACARA school level reporting requires system level income from Government grants and some private income to be allocated to each school resulting in a small adjustment to the total level of school resources. Currently, recurrent income from Government sources, school generated income and capital expenditure are reported by schools. When assessing the private income of the school, both recurrent and capital school fees are included.

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

### Future Directions

To cater for the extraordinary demand for enrolments that the school is experiencing, the school has applied for funding for Stage 3 of the school's masterplan. This application includes additional classrooms and an administration area that can cater for the demands of a large school.

As the school is in its third year, it is a requirement of the Victorian Qualifications and Registration Authority that we submit our policies and practices for review to ensure that minimum standards are being met. The school completed a similar task in 2013 as part of its initial VRQA Registration.

The school will be working throughout 2016 to prepare for the full implementation of the new Victorian Curriculum.

The school will be participating in the School Renewal process in conjunction with Catholic Education Office of Sale. This process will involve analysing the data from the ECSI and Insight SRC surveys that were conducted in 2015 and using this information to prepare a new School Improvement Plan to guide the school decisions from 2016-2020.



**Stage 2 will be completed in May, 2016.**

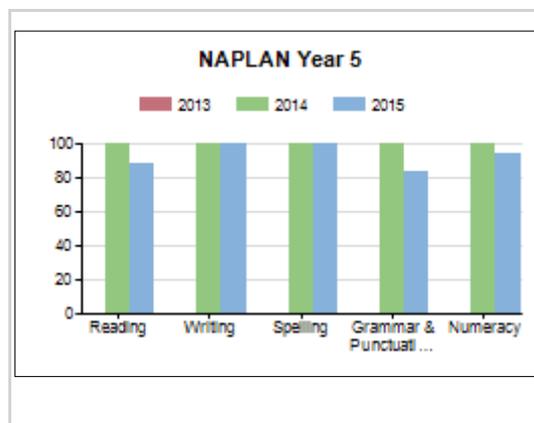
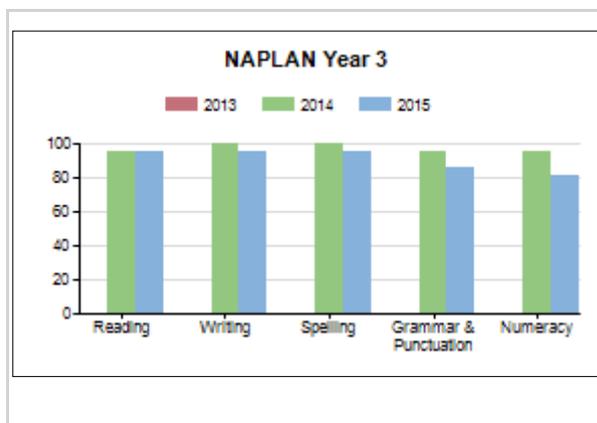
# ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

## VRQA Compliance Data

**E4043**  
**St Thomas the Apostle, Cranbourne East**

PROPORTION OF STUDENTS MEETING THE MINIMUM STANDARDS					
NAPLAN TESTS	2013 %	2014 %	2013–2014 Changes %	2015 %	2014–2015 Changes %
YR 03 Reading	0.0	95.5	0.0	95.2	-0.3
YR 03 Writing	0.0	100.0	0.0	95.2	-4.8
YR 03 Spelling	0.0	100.0	0.0	95.2	-4.8
YR 03 Grammar & Punctuation	0.0	95.5	0.0	85.7	-9.8
YR 03 Numeracy	0.0	95.5	0.0	81.0	-14.5
YR 05 Reading	0.0	100.0	0.0	88.9	-11.1
YR 05 Writing	0.0	100.0	0.0	100.0	0.0
YR 05 Spelling	0.0	100.0	0.0	100.0	0.0
YR 05 Grammar & Punctuation	0.0	100.0	0.0	83.3	-16.7
YR 05 Numeracy	0.0	100.0	0.0	94.4	-5.6

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST



AVERAGE STUDENT ATTENDANCE RATE BY YEAR LEVEL	%
Y01	90.98
Y02	92.51
Y03	93.32
Y04	94.08
Y05	91.32
Y06	92.69
Overall average attendance	92.48

TEACHING STAFF ATTENDANCE RATE	
Teaching Staff Attendance Rate	95.9%

## ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST

STAFF RETENTION RATE	
Staff Retention Rate	90.91%

TEACHER QUALIFICATIONS	
Doctorate	0.00%
Masters	25.00%
Graduate	15.00%
Certificate Graduate	0.00%
Degree Bachelor	80.00%
Diploma Advanced	15.00%
No Qualifications Listed	0.00%

STAFF COMPOSITION	
Principal Class	2
Teaching Staff (Head Count)	15
FTE Teaching Staff	11.660
Non-Teaching Staff (Head Count)	2
FTE Non-Teaching Staff	1.283
Indigenous Teaching Staff	0

# ST THOMAS THE APOSTLE CATHOLIC PRIMARY SCHOOL, CRANBOURNE EAST