

# 2022

## ANNUAL SCHOOL REPORT



### St Lawrence's Catholic Primary School

24-28 Dalgarno Street, COONABARABRAN 2357

Principal: Mrs Natasha Milford

Web: <http://www.stlawriescoona.catholic.edu.au>

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## About this report

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St Lawrence's Catholic Primary School (the 'School') is registered by the NSW Education Standards Authority (NESA) and managed by Catholic Education Diocese of Bathurst (CEDB). CEDB as the 'approved authority' for the diocesan registration system formed under Section 39 of the NSW Education Act (1990), is responsible for monitoring the compliance of member schools in the manner that has been approved by the Minister of Education.

The Annual School Report (the 'Report') demonstrates accountability to regulatory bodies and CEDB. Additionally, the Report complements and is supplementary to other forms of regular communication to the School community regarding initiatives, activities and programs which support the faith formation, learning and wellbeing of its students.

The Report provides parents and the wider community with fair, reliable and objective information about educational and financial performance measures as well as School and system policies. This information includes summary contextual data, an overview of student performance in state and national assessments, a description of the achievement of priorities in the previous year and areas for improvement. Detailed information about the School's improvement journey is documented in the School Improvement Plan (SIP) which is developed, implemented and evaluated in consultation with key stakeholders.

Further information about the contents of this Report may be obtained by contacting the School directly or by visiting the School's website. Information can also be obtained from the [My School website](#).

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## Message from key groups in our community

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### Principal's Message

Welcome to St Lawrence's Catholic Primary School, founded in 1888 by the Sisters of St Joseph. The school is widely regarded for its family atmosphere, educational outcomes and for its all round success, particularly in the area of Agriculture and NAPLAN Results.

A key feature of the school is the enthusiastic level of parental and community support and its family atmosphere. Many of our successes have been greatly enhanced by this assistance. An active Parents and Friends Association ensures that the schools developing needs are assisted through vigorous fundraising, special assistance with school maintenance, beautification, resources and general improvement. Parents regularly assist in home and school learning programs, sporting and agricultural excursions and special celebrations.

Communication is a most important part of the schools operation. We hope that through personal involvement, weekly newsletters, the school noticeboard, Parish Bulletin, the Compass App, School Webpage, School Facebook Page and the Coonabarabran Times, the entire community will be well informed of all school activities.

Our School Motto is - 'AD ALTA VIRTUE - To the Highest Virtue'

School Mission - St Lawrence's Catholic Primary School is Christ-centred. Our school aims to create a safe and caring community providing a dynamic educational environment that promotes high levels of learning for all.

Thank you for placing your beautiful children in our care. I trust that your current or future association with the school will be enjoyable and productive,

Natasha Milford

Principal

### Parent Body Message

2022 was another successful year for the Parents & Friends Group of St Lawrence's Primary School. The aim for the year was to focus on increasing participation and involvement within our group to increase opportunities and outcomes for our whole school community. Like all we were looking forward to a year of rebuilding after COVID-19. Our P&F body, was involved in Mother's Day and Father's Day Stalls and Uniform Shop as well as hosting a welcome bbq event which was a great opportunity for parents and carers to get involved. We were heavily involved in our wider community organising and running the bar at many local race meetings and the Debutante Ball. Our small yet very dedicated and passionate group were able to

contribute \$25,000 towards new playground equipment for our school. We are fortunate enough to have a very strong and proactive relationship with the school and we are looking forward to a successful future working hand in hand to ensure the best outcomes for the students and families of St Lawrence's Primary School.

Emmah Watton

P&F President

### **Student Body Message**

*St Lawrence's give students good opportunities and a good education. There are many extra activities provided.*

*St Lawrence's raises lots of money and takes care of the students really well.*

*St Lawrence's keep little children feeling safe and give students a good education. Students have different opportunities.*

*The school has very nice and understanding teachers. It has great facilities for the students and enforces behaviour well. The school has other programs that other schools don't have eg. Agriculture.*

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## School Features

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St Lawrence's Catholic Primary School is a Co-educational school which caters for students from Kindergarten to Year Six. St Lawrence's belongs to the St Lawrence's Parish Coonabarabran. The school was founded by the Sisters of St Joseph and we follow the ways of St Mary MacKillop.

Our Parents and Friends are an active group amongst our school, raising funds for teaching and learning resources as well as capital works as needed.

Students are provided with a wide range of activities within our school such as Agriculture, chess, public speaking, school excursions to Canberra and camps at Lake Keepit Recreational Park. We have an active Student Representative Council who organise social activities for our students and fundraising activities throughout the year.

The Parents and Friends Association meet regularly to discuss school matters, to keep informed of school business and to discuss future fund raising ventures.

We have recently added large covered areas over some of our play equipment and had some new retaining walls installed. The main playground has recently been refurbished with some colourful markings. Plans are underway to update play equipment on our Infants Playground as well as the re-development of our basketball court play area on our school oval. We look forward to watching these projects come to fruition.

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## Student Profile

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### Student Enrolment

The School caters for students in Years K-6. Students attending this School come from a variety of backgrounds and nationalities. The following information describes the student profile for 2022:

Girls	Boys	LBOTE*	Total Students
65	70	4	135

\* Language Background Other than English

### Enrolment Policy

Catholic Education Diocese of Bathurst has an Enrolment Policy for Systemic Catholic Schools in the diocese. The policy has been developed in the context of government and system and parish requirements. Children from families who are prepared to support the ethos and values of the Catholic Church may be considered eligible for enrolment. Total fees are made up of a Single School Fee (which incorporates local costs), the Capital Works Levy and Subject Specific Costs. A pastoral approach is adopted for parents experiencing genuine difficulty with the payment of fees. Information about enrolling may be accessed through the [Diocesan website](#) under the About Us drop down menu - see Policies tab or by contacting your local Catholic School.

### Student Attendance Rates

The average student attendance rate for the School in 2022 was 84.23%. Attendance rates disaggregated by Year group are shown in the following table.

Attendance rates by Year group						
Kindergarten	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
83.18	85.23	82.22	84.40	82.59	86.13	85.83

### Managing Student Non-Attendance

Regular attendance at school is essential if students are to maximise their potential. The School, in partnership with parents, is responsible for promoting the regular attendance of

students. While parents are legally responsible for the regular attendance of their children, School staff, as part of their duty of care, monitor part or whole day absences.

School staff, under the Principal's leadership, support the regular attendance of students by:

- providing a caring teaching and learning environment which fosters students' sense of wellbeing and belonging to the School community
- maintaining accurate records of student attendance
- recognising and rewarding excellent and improved student attendance
- implementing programs and practices to address attendance issues when they arise.

The Principal is responsible for supporting the regular attendance of students by ensuring that:

- parents and students are regularly informed of attendance requirements and the consequences of unsatisfactory attendance
- all cases of unsatisfactory attendance and part or full day absences from school are investigated promptly and that appropriate intervention strategies are implemented
- documented plans are developed to address the needs of students whose attendance is identified as being of concern
- the Executive Director of Schools and designated CEDB Safeguarding Officer are provided with regular information about students for whom chronic non-attendance is an issue and for whom the School's strategies have failed to restore regular attendance.

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## Staffing Profile

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### Staffing Profile

The following information describes the staffing profile for 2022:

Total number of staff	18
Number of full time teaching staff	8
Number of part time teaching staff	2
Number of non-teaching staff	8

### Total number of teaching staff by NESA category

Teachers at this School are accredited as conditional, provisional or proficient as defined by the NSW Teacher Accreditation Act 2004. Accreditation at the levels of Highly Accomplished and Lead Teacher are voluntary. The number of teachers within the Diocesan Schools System at these levels is as follows:

- 30 Conditional teachers
- 37 Provisional teachers
- 859 Proficient teachers
- 1 Highly Accomplished and Lead Teacher

Additionally, there are 13 teachers who are currently actively engaged in the submission process at the higher levels of accreditation. Teacher status at individual schools can be sourced directly from the School.

### Professional Learning

The ongoing Professional Learning of each staff member is highly valued. Professional learning can take many forms including whole school staff days, subject specific professional learning, meetings and conferences, and a range of programs provided by CEDB. The School takes responsibility for planning, implementing, evaluating and tracking staff professional learning. Individual staff members take responsibility for their ongoing professional learning. All teachers have been involved in professional learning opportunities during the year related to improving student outcomes. The following information provides specific details relating to the focus of these professional learning sessions.



## Summary of professional learning at this school

Staff Professional Development Days for 2022 were used as following:

- 4th January - First Aid
- 8th March - VCOP Writing
- 18th May - 2.5hr Twilight K-2 Syllabus
- 25th may - 2.5 hr Twilight K-2 Syllabus
- 20th July - 2.5hr Twilight Assessment and Reporting
- 2nd November - 2.5hr Twilight Assessment and Reporting
- 10th October - Assessment and Reporting

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## Catholic Identity and Mission

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Catholic Schools have a unique role in the evangelising and educating mission of the Church. Catholic Schools encourage and support parents in their responsibility for the faith formation of their children. This formation is supported by prayer and opportunities to participate in the life, mission and liturgy of the broader Catholic community.

The School follows the Diocesan Religious Education Curriculum and uses the student resources *To Know, Worship and Love*, and *Understanding Faith*, as authorised by the Bishop of Bathurst.

Students in Years 6 and 8 in Catholic schools in the Bathurst Diocese undertake the Diocesan Religious Education Test annually. The test consists of multiple-choice questions with the results analysed by CEDB to inform diocesan teaching and learning in Religious Education.

### Vision

'*AD ALTA VIRTUTE*'- To the Highest Virtue'

St Lawrence's Catholic Primary School is Christ-centred. Our school aims to create a safe and caring community providing a dynamic educational environment that promotes high levels of learning for all.

### Mission:

In our efforts to provide authentic and effective Catholic Education and in the spirit of our founder St Mary MacKillop, we will endeavour to:

Develop a Christ-centred school community within the local Parish community

"It is an Australian who writes this"

Present the teachings of the Catholic faith as a "way of life"

"Who am I to stand in God's way?"

Develop a Christian community where every person in the school is respected and treated with justice and mercy in all situations

"Let us really love one another"

Assist parents in developing in students the ability to evaluate, discriminate and choose according to Christian values

"Begin with prayer and end with it"

Provide an integrated curriculum, which caters for the total academic development of each child

“Cling to God’s love and grace”

Provide students with the opportunity for physical, social, cultural and creative expression

“See the beauty of the Lord”

Provide a stimulating and rewarding educational environment for children

“Bear with the faulty as you hope God will bear with you”

Provide children with fundamental knowledge and skills considered necessary for participation in modern society

“We must always expect from time to time to receive crosses and know that we also give them”

Assist each student to maximise his or her potential

“Work with the means placed at your disposal”

Develop within students Christian values which will form an umbrella for social awareness, mature judgements, responsible self-direction, moral awareness and self discipline

“Never see an evil without seeing how you may remedy it”

Promote parental and community involvement and participation in the school

“See the beauty of the Lord”

Promote a community of learners

“All depends on prayer...begin with it and end with it”

Quotes are attributed to St Mary Mackillop

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## Curriculum, Learning and Teaching

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The School provides an educational program based on, and taught in accordance with the NSW Education Standards Authority (NESA) syllabuses for primary education. The Key Learning Areas (KLAs) are English, Mathematics, Science and Technology (S&T), Human Society and its Environment (HSIE), Creative Arts (CA) and Personal Development, Health and Physical Education (PDHPE). In addition to this, the School implements the Diocesan Religious Education syllabus. Staff members are committed to continuous improvement of teaching and learning in all facets of the curriculum.

St Lawrence's provides a comprehensive curriculum to our students covering all of the Key Learning Areas. Students are also involved in Religious Education and have opportunities to participate in extra-curricular activities such as Agriculture.

St Lawrence's has highly trained staff who are able to implement learning support programs such as Minilit, Multilit, Maclit and Quicksmart for those students who require intervention.

Literacy has been a big focus over the past few years with the implementation of a Phonics program which has lifted our DIBELS reading results. Through our PLC work the focus has been on Punctuation and Grammar in order to further develop these skills in our students.

Students have access to technological devices either iPads or Chromebooks depending on their grade level in a 1:1 capacity. This allows for the implementation of Technology into any KLA when it suits the situation. Students are exposed early on to the Google suite and what it can offer them in the way of creating and storing documents.

## Student Performance in Tests and Examinations

### NAPLAN

The National Assessment Program Literacy and Numeracy (NAPLAN) is an annual assessment for students 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 the School's planning and is used to support teaching and learning programs.

Student results show as skill bands in the aspects of literacy and numeracy compared to students nationally. Literacy is reported in four content strands: Reading, Writing, Spelling, Grammar and Punctuation. Numeracy is reported as a single content strand.

NAPLAN is one aspect of school assessment and reporting processes, and compliments the extensive ongoing assessments made by teachers about each student's performance and learning throughout the year.

NAPLAN RESULTS 2022		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 3	Grammar and Punctuation	29%	52%	29%	12%
	Reading	21%	54%	21%	11%
	Writing	39%	50%	8%	7%
	Spelling	29%	48%	21%	15%
	Numeracy	0%	34%	15%	11%
NAPLAN RESULTS 2022		% of students in the top 2 bands		% of students in the bottom 2 bands	
		School	Australia	School	Australia
Year 5	Grammar and Punctuation	15%	31%	23%	14%
	Reading	23%	39%	15%	11%
	Writing	27%	25%	36%	18%
	Spelling	23%	37%	31%	14%
	Numeracy	8%	25%	39%	16%

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## Pastoral Care and Student Wellbeing

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### Pastoral Care Policy

The School's Pastoral Care and Student Wellbeing policies, guidelines and procedures are underpinned by the guiding principles from The Australian Student Wellbeing Framework (ASWF) that represent fundamental beliefs about safe, supportive and respectful school communities. These guiding principles emphasise the importance of student safety and wellbeing as a pre-requisite for effective learning in all Catholic school settings.

Catholic Education Diocese of Bathurst Pastoral Care and Wellbeing Framework provides a vision and guiding principles that assist school communities to develop positive school cultures that promote student wellbeing and develop respectful relationships. It assists schools to identify priority areas and measure progress in the development of safe school communities. The diocesan Pastoral Care and Wellbeing Framework assists schools in:

- planning, implementing and maintaining a safe, supportive and protective learning community that promotes student safety, pastoral care and wellbeing
- creating teaching and learning communities where all members of the School community are safe from harassment, aggression, violence and bullying
- responding to new and emerging pastoral care and student wellbeing challenges.

The Diocese of Bathurst Pastoral Care and Wellbeing Framework revision began in 2021 and will continue in 2022. The Framework can be accessed at the [Pastoral Care and Wellbeing Framework](#).

The full text of the School's Pastoral Care and Wellbeing Policy and procedures may be accessed on the School's website. Changes made to the policy are notified to the community via the School's newsletter.

### Behaviour Management and Student Discipline Policy

The School's Behaviour Management and Student Discipline policies and procedures are aligned to the diocesan Pastoral Care and Wellbeing Framework. The School's policy operates within a context that all members of the school community share responsibility to foster, encourage and promote positive behaviour and respectful relationships. The policy aims to promote a safe and supportive learning environment to maximise teaching and learning for all students. It supports the development of positive social behaviour based on respectful relationships and clear behavioural expectations. The dignity and responsibility of

each person is promoted at all times along with positive student behaviours while ensuring respect for the rights of all students and staff.

The full text of the School's Behaviour Management and Discipline policies and procedures may be accessed on the School's website. Changes made to the policy are notified to the community via the School's newsletter.

### Anti-Bullying Policy

The School's Anti-Bullying Policy and procedures are based on and informed by Catholic Education Diocese of Bathurst policies for Diocesan Schools and are aligned to the Pastoral Care Policy and Wellbeing Framework. All students, their families and employees within Catholic education have a right to a learning and work environment free from intimidation, humiliation and hurt. Anti-Bullying policies support school communities to prevent, reduce and respond to bullying.

The full text of the School's Anti-Bullying Policy and procedures may be accessed on the School's website. Changes made to the policy are notified to the community via the School's newsletter.

### Complaints Handling Policy

Catholic Education Diocese of Bathurst has a Complaints Management Policy which is implemented across the diocese. The policy recognises that at times misunderstandings, differences of opinion, and complaints and grievances will occur, and that these need to be resolved. Addressing such matters within a framework of dignity, respect and truth can provide powerful opportunities to model the love of Christ in the reality of our contemporary world.

The Policy and procedures reflect the legislative responsibilities and demonstrate our diocesan commitment to protect the safety and wellbeing of students while supporting our employees and volunteers working with children and young people in our educational context.

The full text of the Complaints Management Policy may be accessed on the [CEDB website](#) or by contacting Catholic Education Diocese of Bathurst.

The full text of the Complaints Management Policy may be accessed on the school website also.

In addition to this policy, there are also policies and procedures related to Child Protection, Code of Conduct and Whistle Blowers. All of these are available through the CEDB website and the school website.

### Initiatives promoting respect and responsibility

Our Annual School Plan incorporates our Faith pillar which guides our activities around promoting faith, respect, responsibility and action.

St Lawrence's has a charities/awareness calendar that operates throughout the school year. Each class takes on either a charity or a social justice issue that is relevant to their learning. That class promotes awareness and or raises money for the organisation amongst their class, peers and school community.

Through these charitable acts, a culture of understanding, compassion, respect and a responsibility for action is created and nurtured in our students.



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## School Improvement

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Catholic Education Diocese of Bathurst has collaboratively revised and implemented Quality Catholic Education (QCE) in all schools. The QCE framework supports the continuing focus on school improvement and transformation. Cyclical processes in CEDB and schools underpin the framework ensuring alignment and coherence.

Strategic Improvement Plans (SIP) are future focused documents that map the Diocesan and School's directions, focused specifically at improving outcomes for all students and staff through the areas of:

- Faith
- Learning
- Stewardship

Each year, the CEDB and School develops an Annual Improvement Plan (AIP) indicating the intended key strategic intent across these areas for the coming year.

A copy of the school's Strategic Improvement Plan and the Annual Improvement Plan may be viewed on the school website or obtained from the School office.

### Key Improvements Achieved

During 2022, our school were the lucky recipients of new Infants playground equipment with funds received from our very hard working and dedicated Parents and Friends Association as well as a capital grant from the Catholic Education Office Bathurst.

Our school sports oval is an ongoing project with quotes received at the end of 2022 it will be a focus for 2023.

Our school received new interactive whiteboards through our Years 2-6 classrooms bringing the technology at our teacher's fingertips right up to date with the latest interactive technology.

Air conditioning in some of the existing rooms were upgraded to ensure the comfort of our staff and students year round.

### Priority Key Improvements for Next Year

Priorities for 2023 are to have works on our school oval - a new multipurpose sports surface layed and a covering placed over the courts for sun protection and year round usage.

We are also working on a 10 year plan for school improvements which include and may not be limited to updating the infants building area including a dedicated learning support area, school playground surface upgrade, new toilet facilities and classroom refurbishment.

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## Community Satisfaction

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The opinions and ideas of parents, students and teachers are valued and sought. Their suggestions are incorporated into planning for and achieving improved outcomes for students. This year 2022, the School has used a variety of processes to gain information about the level of satisfaction with the School from parents, students and teachers.

Additionally CEDB undertakes extensive surveying of all stakeholder groups through annual School Improvement Surveys. This data is used to further inform school improvement.

Both Data and Comments from these School Improvement Surveys are summarised here.

### Parent satisfaction

Annual parental surveys are conducted through the Qualtrics dashboard across the areas of Faith, Learning and Stewardship.

During the 2021 survey, parents commented that St Lawrence's has a clear connection to the local parish and that St Lawrence's has a clear identity as a Catholic school in the community.

St Lawrence's places a high priority on academic growth and student progress. Positive relationships exist in the school community and the school nurtures a culture of positive wellbeing.

St Lawrence's students demonstrate a sense of pride in our school, the school grounds, buildings and other facilities are safe and well maintained.

St Lawrence's is positively perceived in the local community.

### Student satisfaction

Students are asked to complete the annual Qualtrics survey and for 2021 reported that St Lawrence's promotes and celebrates Aboriginal heritage and culture. Prayer and liturgy are meaningful celebrations and that our school has a clear connection to the local Parish.

Students felt they were encouraged to set goals in their learning and that they are supported to become independent learners. Students felt that St Lawrence's sees student learning as important.

St Lawrence's students felt that the school grounds, buildings and facilities were safe and well looked after and that they have opportunities for leadership and they have pride in their school.

## Teacher satisfaction

Through the annual Qualtrics survey, staff felt that St Lawrence's promotes awareness of and celebrates Aboriginal heritage and culture. Staff and students participate in rich celebrations of prayer, liturgy and sacraments. Staff felt that our school has a clear identity as a Catholic school in the community.

Staff felt that the school environment is stimulating and appropriately resourced to support contemporary learning and they are driven by the belief that all students can learn at high levels. St Lawrence's places a high priority on academic growth and student progress.

St Lawrence's staff believe our school effectively uses its physical environment and available facilities. Staff demonstrate high expectations and commitment to academic excellence and the school applies its resources in a targeted manner to meet the learning needs and goals of the students

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## Financial Statement

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School Financial Information is based on the detailed information provided to the Commonwealth Government in the Commonwealth Financial Questionnaire.

School Financial Information for the 2022 year is detailed here:

<b>Recurrent and Capital Income 2022</b>	
Commonwealth Recurrent Grants <sup>1</sup>	\$1,889,598
Government Capital Grants <sup>2</sup>	\$103,914
State Recurrent Grants <sup>3</sup>	\$507,420
Fees and Private Income <sup>4</sup>	\$295,759
Interest Subsidy Grants	\$0
Other Capital Income <sup>5</sup>	\$57,288
<b>Total Income</b>	<b>\$2,853,979</b>

<b>Recurrent and Capital Expenditure 2022</b>	
Capital Expenditure <sup>6</sup>	\$1,023,671
Salaries and Related Expenses <sup>7</sup>	\$1,704,060
Non-Salary Expenses <sup>8</sup>	\$681,012
<b>Total Expenditure</b>	<b>\$3,408,743</b>

### 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.

END OF 2022 REPORT