

School Annual Report 2020

Part 1: Publication of Information Relating to Schools

1.0 Contextual Information

St Paul's Primary School Karratha is a double stream K-6 school with approximately 390 students and 46 staff. The school is part of the parish community of St Paul's in Karratha.

Approximately 50% of students currently enrolled are Catholic. Approximately 8% of students have a background other than English. Approximately 7% of our students are Aboriginal or Torres Strait Islander students.

St Paul's Primary School Karratha values the importance of active witness to our faith with the teaching of Religious Education, participation in class and whole school masses and liturgies and participation in the Parish Sacramental programs.

Specialist Classes in 2020 included Physical Education, Music, Technology and Science. Students also learn the Chinese language Mandarin through the use of technology and online tutors based in China.

Technology such as iPads and Laptops are available throughout the school as well as in the School Library.

St Paul's Primary School Karratha has intervention and gifted and talented programs for identified students.

Extra curricular events include Choir and guitar and keyboard tuition is available through the Primary Music Institute Program.

The School implements the Keeping Safe Protective Behaviours Program from Kindy to Year 6.

The U R Strong Program is used to support student well being and safety across the school. The Zones of Regulation Program is also implemented in the school for emotional regulation.

The School manages its own Outside of School Hours Care Facility for students requiring care before and after school hours.

2.0 TEACHER STANDARDS & QUALIFICATIONS

Master of Education	7
Bachelor of Education	14
Diploma of Education	2

3.0 WORKFORCE COMPOSITION

Number of Teaching Staff	23
Number of Non Teaching Staff	20
Number of Indigenous Staff	0
Number of Full Time Staff	27
Number of Part Time Staff	16
Number of Female Staff	39
Number of Male Staff	4
The Total Number of Staff at St Paul's School: 43	

4.0 STUDENT ATTENDANCE AT SCHOOL

KINDERGARTEN	89.61
PRE-PRIMARY	91.58
YEAR 1	92.82
YEAR 2	91.99
YEAR 3	91.75
YEAR 4	92.35
YEAR 5	94.14
YEAR 6	92.64
The Average Attendance Rate for Students – 92.11% (as at 25 September 2020)	

Non-Attendance Management

There is a strong correlation between attendance and achievement.

The school promotes that students, unless unwell or another extraordinary circumstance, should be at school.

Parents must contact the school on the first day their child is absent. Parents who do not contact the school are sent an SMS to advise their child is absent.

The school contacts parents after two days of non-attendance with no notification.

Parents must provide a signed note to the school stating the reasons for absence within two days of the child's first day of absence.

The school records this and stores the notice on the student's file.

All absences must be resolved in writing. Should the school not receive notice by the parent, notices are sent home for parents to sign. For attendances that remain unresolved, parents receive a follow up phone call from the school regarding the need the absence to be resolved in writing.

Parents are alerted when their child's absence falls below 80% attendance rate. Where the attendance rate is unable to be improved a meeting is required to determine the level of support required to improve attendance.

Parents seeking to withdraw their child from school for a long term absence must contact the School Principal.

Should a student be absent for 15 days or more, and the school has been unable to make contact with the parents, the school must inform the Students Whose Whereabouts are Unknown Unit at the Department of Education.

5.0 NAPLAN INFORMATION

(Due to the COVID-19 Pandemic, NAPLAN assessments were not administer in 2020, therefore no data is presented for 2020.)

6.0 Parent, Student and Teacher Satisfaction

The below feedback was provided during the remote learning period at St Paul's Primary School.
Parents

- Overall positive, and parents are happy with the procedures and processes we are using in our remote learning programs. Our work programs look very different to what their contacts from other schools are experiencing.
- Praise for teachers was high and there is a newfound respect for the work of teachers.
- Enjoying the community news and staff videos
- Communication from the school was noted to be a standout from other schools.
- Wanted more live lessons.
- A number of parents note that getting back to face-to-face teaching was a priority.

Staff

- Staff felt supported to develop learning programs.

- Staff felt safe with physical distancing and cleaning regimes implemented.
- Students gained much independence and responsibility by walking themselves into the classrooms.
- Students are much more settled and ready to commence the school day at 8.15 am.
- Appreciated the time to focus on learning programs.
- Enjoyed having less interruptions to teaching time.
- Missed the face to face interactions with children.
- Assessment and Reporting was challenging.

Students

- Enjoyed being able to see what needed to be done and then make a plan to do it.
- Liked the different work.
- Online work is easy.
- Missed being in the classroom with their teachers and friends very much.
- Wanted more live lessons.

7.0 School Income -

The most recent income details available on the My School website <http://www.myschool.edu.au> is for 2018 - \$4 965 660.

8.0 POST SCHOOL DESTINATIONS

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St Luke's Catholic College Karratha	41
Karratha Senior High School	1
La Salle College	1
Christian Brothers College	1
Wesley College	1
St Brigid's College	3
St Hilda's College	1

10.0 School Improvement

Areas identified for School Improvement in 2020 have been completed.

Vision for Learning has been developed and implemented.

Due to the urgent need to shift learning from the classroom to home the school also created a Vision For Learning in a Remote Context.

The Vision For Learning was extended to include an Early years philosophy as part of the Quality Improvement Plan for Quality Area 7.

Aboriginal Education Improvement Map was developed and Aboriginal Education Plan updated.

Strategies to Support Staff & Student Well-being:

- Student Code of Conduct created
- Zones of Regulation for Students introduced
- Staff Wellness Strategy

Part 2: School Community Report

Board Chair Report

It is my privilege this year to present to you the Board Report. First and foremost, I would like to say a huge thank you for the amazing teachers and support staff of St Paul's. This year has been an extremely challenging one, and a momentous amount of work has gone in behind the scenes to ensure that our children continue to participate in the curriculum and receive the best education, during such difficult times. We are extremely lucky to have such committed, dedicated and resilient teachers within St Paul's, and we thank you, from the bottom of our hearts, for everything that you bring to our children every day.

Through a cyclone and a pandemic, our Principal Gina Burns, supported by Eleanor Riddell and Jesse Yock provided first class leadership, focusing on supporting our children. Their countless hours have meant that our school has continued to deliver an extremely high standard of education, during such a crucial and difficult period for our children. The leadership team has continued to work hard by supporting all families experiencing financial difficulties during these unprecedented times. Thank you for the work you continue to dedicate yourself to, especially those long days and weekends. They do not go unnoticed.

With such uncertainty early in the year, the school has remained financially strong this year, and was still able to deliver several improvements across the school. This included some much-needed IT upgrades with the school servers and wifi networks. The School Board also spent considerable hours on repairs around the school, including the roof across some of the blocks, repairs and upgrade of the fence on Wellard Way, and the Early Childhood area (including new cubby!). Finally, in collaboration with St Luke's College, St Paul's had a radio marketing and advertising campaign, which proved a success!

Thank you to my fellow Board members, Louise Langley, Dilip D'Souza, Storm Nuttall, Shannon Tunstead, Rhonda Doherty and Robert Elliot for their commitment, and for giving up your time to support Gina, El and Jesse. Special mention to FOSPs. This amazing group of parents give hours to support the School and the Parish in every way they can. FOSPs continue to coordinate amazing events every year, which enables great financial support to the school and the community. Thank you to everyone on the FOSPs committee for making our year fun!

Thank you to Fr Tai and Fr Savio for everything that you do for our children. The St Paul's community is incredibly blessed to have you both in our Parish, supporting and guiding our teachers, and spending time with our children, teaching them to know and love Christ.

CEWA (Catholic Education Western Australia) Ltd started operations from 1 January of this year. CEWA's purpose is to provide Catholic education for all families who seek it for their children. The company assumes the strategic role in ensuring that Catholic education is delivered and managed by Catholic schools through the system of Catholic Education Western Australia in a responsible and effective manner, working within appropriate standards, regulations and Catholic mission. From a day-to-day aspect, St Paul's will continue to operate as normal, with the most obvious change being the School Board will now be known as the School Advisory Council. In order to continue to assist all families, CEWA recently advised that there will be no increases to school fees in 2021.

I am proud of our children. I am proud of this community that is St Paul's Primary School, the family-like culture and atmosphere between the teachers, the parents and the children. It enables our

children to do extremely well academically, but more importantly to grow, to flourish, to be amazing human beings, with love, kindness and values. This is definitely something which does not happen overnight, but instead takes years, and a range of people to make it happen. Well done St Paul's family!

Have a blessed Christmas and New Year, and remain safe over the holidays. We look forward to seeing everyone back in 2021.

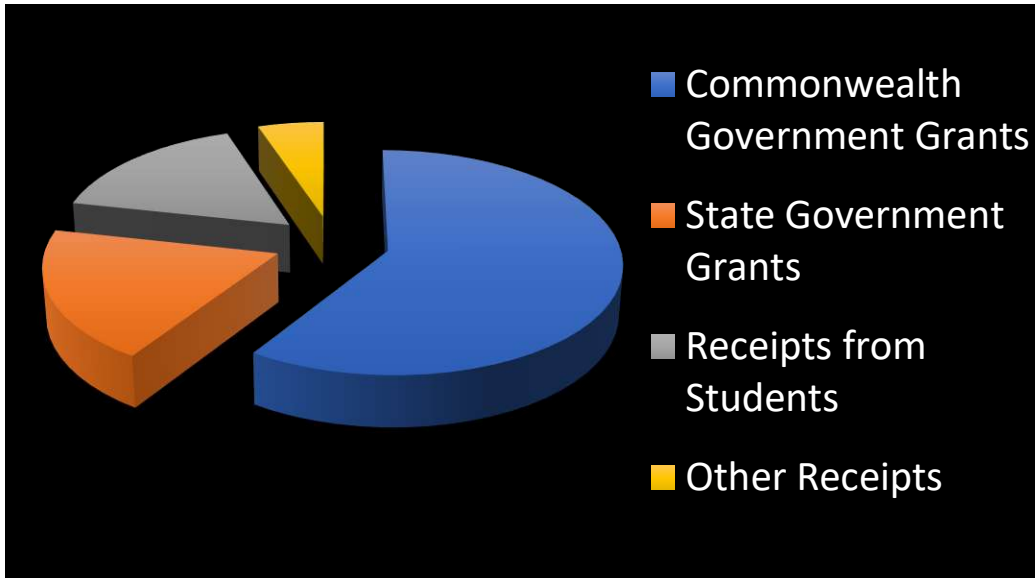
François Langlois - Board Chair

Treasurer Report

Income Sources in 2021

- Commonwealth Government Grants
- State Government Grants
- School Fees
- Building Levy
- Trading Activities – Uniform Shop, Canteen and OHSC.
- Friends of St Paul’s fundraising

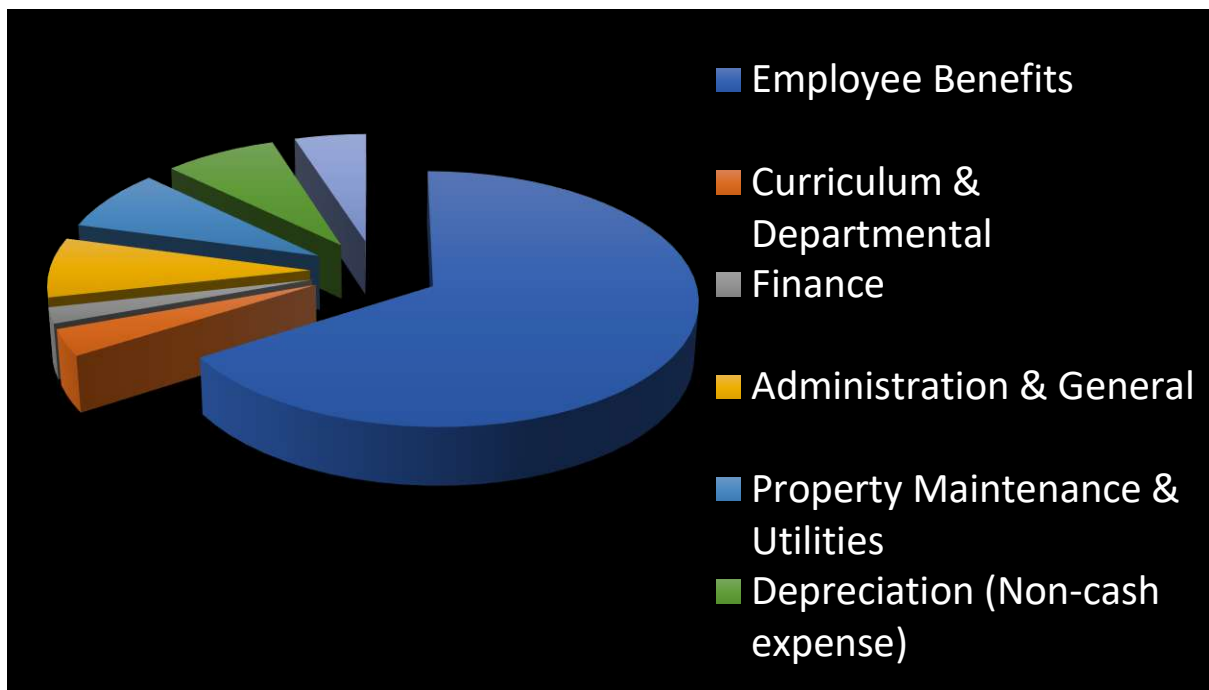
Recurrent Income	\$
Commonwealth Government Grants	3,107,227
State Government Grants	1,010,162
Receipts from Students	757,169
Other Receipts	25,955
<u>TOTAL RECURRENT INCOME</u>	4,900,513



Expenditure in 2021

- ▣ Staff Salaries
- ▣ Other Staff Related Payments
- ▣ Teaching & Learning Expenses
- ▣ Building & Grounds Maintenance
- ▣ Loan Repayments
- ▣ Insurance
- ▣ Trading Activity Expenses
- ▣ General Administration Costs
- ▣ Utility Payments
- ▣ Co-responsibility Fund Levy

<u>RECURRENT EXPENDITURE</u>	\$
EMPLOYEE BENEFITS	3,616,662
CURRICULUM & DEPARTMENTAL	188,120
FINANCE	112,298
ADMINISTRATION & GENERAL	422,016
PROPERTY MAINTENANCE & UTILITIES	435,000
DEPRECIATION (Non-Cash expense)	429,228
<u>TOTAL RECURRENT EXPENDITURE</u>	5,203,324



Capital Income & Expenditure in 2021

CAPITAL INCOME IN 2021		CAPITAL EXPENDITURE IN 2021	
Building Levy	\$86,625.00	Maintenance	\$270,000.00
IT Levy	\$22,400.00	IT Equipment/Furniture	\$25,000.00
		School Vehicle Trade-In	\$40,000.00
		Capital Loan Repayments	\$168,740.00
TOTAL CAPITAL INCOME	\$109,025.00	TOTAL CAPITAL EXPENDITURE	\$503,740.00

Summary for 2021

<u>INCOME</u>	\$
Recurrent Income	4,900,513
Capital Income	109,025
Trading Activity Income	274,000
Total Income	5,283,538
<u>EXPENDITURE</u>	
Recurrent Expenditure	5,203,324
Capital Expenditure	503,740
Trading Activity Expenditure	272,223
Total Expenditure	5,979,287
BALANCE	\$-695,749

Overview for 2021

<u>SURPLUS(+)/ LOSS(-) for 2020</u>	(-) \$208,362
Est Cash reserve 31 Dec 2021	\$488,353
Less January 2022 Salaries	-\$308,923
Cash Reserves after January 2022 Salaries	\$179,430
<u>PROVISIONS</u>	
Deferred Maintenance	-\$179,430
OVERALL BALANCE	\$0.00

School Fees 2021

COMPULSORY FEES	KINDY CHILD ONLY	PRE-PRIMARY CHILD ONLY	1 CHILD Y1-6	2 CHILDREN Y1-6	3 CHILDREN Y1-6	4 CHILDREN Y1-6
TUITION per Child	\$875.00	\$1750.00	\$1750.00	\$3150.00	\$4200.00	\$4200.00
AMENITIES per Child	\$85.00	\$140.00	\$140.00	\$280.00	\$420.00	\$560.00
PERFORMANCE LEVY per Child		\$40.00	\$40.00	\$80.00	\$120.00	\$200.00
CURRICULUM LEVY per Child	\$142.50	\$285.00	\$285.00	\$570.00	\$855.00	\$1140.00
TECHNOLOGY LEVY per Child	\$50.00	\$90.00	\$90.00	\$180.00	\$270.00	\$360.00
STUDENT DIARY Per child (Y1-6 only)			\$8.00	\$16.00	\$24.00	\$30.00
CPPSA LEVY Per child	\$3.50	\$3.50	\$3.50	\$7.00	\$10.50	\$14.00
BUILDING LEVY Per Family	\$175.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
YEARBOOK Per Family	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
TOTAL FEES & LEVIES PAYABLE	\$1,346.00	\$2673.50	\$2681.50	\$4648.00	\$6254.50	\$6869.00

Principal's Report 2020

Dear St Paul's Community

Any intentional plans that we may have had for 2020 were either blown away with Cyclone Damien or put into isolation with COVID-19. Despite the disruption, uncertainty and change, there have been more things to admire than what there have been despite.

Catholic Identity

People have done extraordinary things and there have been many places where we have seen the Holy Spirit active through and within our community today. I thank Fr Tai and Fr Savio for being a constant source of spiritual strength in our school, reminding us every time to look for God. He can not only be found in the calm and quiet but in the chaos and disruption.

- Hymn Singing
- Beginning of Year / Leader's Commissioning Mass
- Ash Wednesday Liturgy
- St Mary of the Cross McKillop
- All Saints Day Mass
- Presentation of Mary Mass
- Sacrament of Reconciliation, Eucharist and Confirmation

Education

Each day our teachers work to sculpt the minds and hearts of a group of students, all of differing abilities and talents at the same time. You could liken them to brain and heart surgeons except they do not work with one patient at a time. The role of the teacher is already a complex one and the pandemic this year added another layer to this role. I am proud of how our teachers responded to the needs of learning remotely. We have learnt so much and confident that if the need were to rise again, they could do it bigger and better. Of course we could not do this without the support of our Education Assistants and all Administrative Staff.

Many, many thanks to Assistant Principals Mr Jesse Yock and Mrs Eleanor Riddell who have a foot in both the classrooms and administration space and provide support and balance in achieving the best outcomes for our students.

Technologies

- Digital Learning : SEESAW, TEAMS, ONE Note
- The junior classes began to use SEESAW to facilitate lesson, even watching and making videos. The Years 4-6 Classes used the Microsoft Office Platform (Teams and One Note)
- STEM Electrical Circuits Incursion provided by Woodside
- STEM Reservoir Sandwiches provided by Woodside
- Lego Masters Challenge (PP-Year 2) Students worked in pairs and had to choose from two given challenges. It was pleasing to see the remarkable creativity and imagination displayed in their projects.

English

- Buddies Reading Program
- Book Week Parade
- Book Fair – Arctic Adventure

- English ICAS Assessment - 13 Credit, 5 Merit (37 participants)
- Spelling ICAS Assessment - 1 Distinction, 6 Credit, 2 Merit (40 participants)

Maths

- Have Sum Fun Maths – Winners
- ICAS Assessment - 4 Distinction, 16 Credit, 4 Merit (47 participants)
- Numero Challenge
- Maths Kahoot Competitions
- Times Tables Championship

Physical Education

- Basketball Cup – Winners of the Boy and Girl Competition for Years 5/6
- Hockey Australia (2nd & 3rd overall)
- Year 2 & 5 West Australian Cricket Association (Andrew Hayes)
- Athletics Carnival
- Interschool Carnival (5th overall)

Gifted and Talented

- Write a Book in a Day Competition – “Cruising Rats” awarded the Best Illustrated Book for WA Primary Schools.
- Tournament of the Minds – Distinction for “Expiration Expectation”
- \$20 Back Pack Challenge
- Cluedunnit - Year 5/6 The Law Society Competition
- Automation Project (Years 3&4) students design car bots to move around maps, simulating real-life drills, trucks, drones and underwater autonomous vehicles.

Science

- Science Week “Deep Blue: Innovations for the future of our oceans.

HASS

- Electoral Commission Incursion

Music

- Musica Viva

LOTE

- My ChineseTutor Program

Extra Curricular

- Choir
- Altar Server Training
- Christian Service Program
- PMI : Keyboard and Guitar Tuition

Stewardship

This year we added to our pastoral care program strategies to assist students with their own regulation. The Zones of Regulation Program joins a number of initiatives already in our school to support the overall well-being of our students. These include:

- U R Strong: conflict management and anti bullying;
- Up to 2 hours of physical activity;
- Buddies of senior and junior school students and;
- Kagan Collaborative Learning Strategies.

Learning Support

- Diabetes Training Levels 1-3
- All staff trained in Anaphylaxis, Asthma and Diabetes Level 1
- Most staff hold a current First Aid Qualification for Education Setting
- Mini Lit, MultiLit Reading Intervention Programs

Sustainability

- Cleanaway Incursion (Year 3 & 5, 2R)
- Captain Clean Up (Kindy and Pre Primary)

Buildings and Improvements

Our School Board is dedicated towards providing for the best facilities and resources for the education of our students. We are fortunate that members are not only happy to attend meetings, but willingly give of their time to investigate priorities in building, maintenance and finance.

To our Board, I thank you on behalf of our school community. Your service to our community is visible and generous.

- Cubby House
- Server Upgrade
- Wireless Access Points
- Fencing to Wellard Way and ECE
- Kindy and Pre Primary Furniture Upgrade
- Roof Upgrades
- Administration of Schools

Community

We are a school that is characterised by the closeness of our community. Our Friends of St Paul's (FOSP) meetings are always full of ideas and parents willing to lend a hand. This year Michelle McIntosh was nominated by FOSP for an award by the Catholic School Parents of WA Awards of Excellence in Building Positive Catholic School Communities. Congratulations Michelle and thank you for your contribution to our school extending at least 10 years.

Thanks must go to the FOSP Executive and many volunteer parents, carers and friends who have made possible the many activities and ventures that St Paul's has held throughout 2020. Without this help many of our activities would not take place.

- CSPWA Building Positive Catholic School Communities: Principal Award
- CSPWA Building Positive Catholic School Communities, Parent Award: Michelle McIntosh
- Pizza and Planes Night

- Talk Like a Pirate Day (Kindy to Year 2)
- Remembrance Day Ceremony
- School Website Redevelopment
- Assemblies
- Harmony Day
- Warrior's Return Raffle
- Cyclone Clean Up
- NAIDOC Day
- Mother's and Father's Day Gift Stalls
- Primary Principal's Day
- World Teacher's Day
- School Banking
- R U Ok Day?
- Annual Open Night
- Outside of School Hours Care
- Canteen
- Thanksgiving Morning Tea

Student Leadership

Each year our Year 6 students roll their sleeves up to wash cars to raise funds for St Paul's Parish Karratha. A new record was set this year of \$3 287 to help the church to pay for urgent repairs to their roof. Boys and girls the wider community is very proud of the mature approach you take to give to others who are in need.

To all our students, thank you for all your hard work and for supporting each other, both inside and outside the classroom. With the teacher as your leader, your practice, discipline and teamwork helps everyone to be the best version of themselves. Thank you for making St Paul's the vibrant and welcoming place that it is.

- Student Code of Conduct
- Lad's and Ladies Lunch
- Resilience Workshop: MARKED provided by the City of Karratha : Emotional Intelligence and Empathy
- St Paul's News
- Year 6 Camp
- Year 5 Camp
- Student Well-being Ministry (student mindfulness activities at lunch time)
- Student Engagement Ministry (Mentoring early childhood students)
- Events and Sustainability Ministry (Facilitate Assemblies and Present Stewardship Awards)
- Sports (Fitness Games and Activities at Lunch Time)
- Year 6 Transition to St Luke's College

Gina Burns - Principal

"Every person, every day, every way."

St Paul's School Strategic Directions 2019-2022

Priest Report

Dear Students, Teachers, Parents & Friends of St Paul's School,

2020, what a year we have been through! I'm sure we all agree it's been quite challenging. Due to the COVID-19 pandemic and church renovation, caused by Cyclone Damien early this year, I was not able to visit our school as often as I would want. But I have never stopped praying for you all. We are still very blessed up here. I hope and pray that everything will be better next year, not only for us but for everyone all around the world.

For over many years, St Paul Primary School has provided Catholic education for generations of students. Our Parish community recognises the parents and family as primary educators and joins with them in providing an excellent Catholic School to assist them in the formation of their children, in an environment of living faith.

In the present society in which we live, our school is needed more than ever before to teach basic moral values and to ensure that the faith, given to us by Jesus Christ, is transmitted to our children in its entirety. These values can only be found and taught in our homes, in St Paul's Primary School and in our Parish Community.

St Paul's Primary School is committed to the development of the whole person. Extra-curricular activities are regarded as an important part of the total learning experience. A variety of choices are offered to reflect the uniqueness of each student, to generate a healthy sense of competition, to create a spirit of co-operation, and to foster leadership and creativity; yet our school is different because it is truly "Catholic".

Despite our church having to be closed from service for more than 2 months, for the first time in history (due to COVID), we were still able to celebrate all the Sacraments for our students with many changes to the plan along the way. I would like to say thank you to all of you, especially those who were involved in the Sacramental Program.

As a Parish we have done the biggest renovation of our Church this year since the opening of the Church in 1983. A big thank you to the Year 6 students, teachers and staff for your great car washing effort, to help raise funds for the maintenance of St Paul's Church.

I encourage your continued support of St Paul's School and Church for the generations to come. I urge you to do your part in helping advance the educational mission of our Parish and of the entire Church. As we are about to finish this unforgettable school year, I invoke God's blessing on St Paul's Primary School, our principal, our teachers and staff, our students and their families too. May all of us come closer to the Lord in our journey of faith.

Fr Tai Trinh – Parish Priest

Fr Savio Nguyen – Assistant Parish Priest

Friends of St Paul's (FOSP) President Report

Friends of St Paul's Committee would like to express their gratitude and thanks to everyone for their continued support and help throughout 2020 which has been a very challenging year.

As parents and carers, you play an incredibly important role in your children's education, whether it's reading, helping with homework, volunteering at the school or being involved with the School Committees, School Board or FOSP's.

2020 has been a very challenging and different year due to COVID-19 but we have still been able to achieve some rewarding fund-raising events. These could not have been achieved without the support and guidance of our amazing committee: Vice President Rose Costello, Secretary Carly Clements, Treasurer Helen Bartlett, Board Representative Rhonda Doherty, Michelle McIntosh and general committee members.

A new fundraising concept for 2020 was St Patrick's Quiz night held on 17th March 2020 which was a very successful and fun event. I would like to acknowledge appreciation to Stephanie Ricketts, the FOSP's committee, members and volunteers who contributed to the night. We would also like to thank Jesse Yock who was our MC for the night. Thank you to all the sponsors for their donations which helped make the event such a huge success.

Other fundraising events this year were the Athletics Carnival cake stall and Open Night. FOSP's donated all gifts for the Traditional Mother and Father's Day stalls this year. A special thank you to Gigi Richardson and Helen Bartlett for organising the gifts. I am sure there are a lot of mums and dads who have appreciated the awesome selection this year.

FOSP's were proud to further assist the school community throughout 2020 with donations of money towards NAIDOC Day, Science Week, The Sacraments, Year 6 School Camp, Interschool Bus hire, and the Sound and Lighting for the school concert. FOSP's also supported the Pizza & Planes night for the Fathering Project by providing the pizza. Thank you to Sean Mcloughlin for organising this successful event.

Finally, a big thank you to all our amazing local businesses that have supported us this year with their continued generosity. On behalf of the FOSP Committee I would like to thank all our wonderful teachers and staff, Father Tai and all those parents and caregivers who have helped volunteer their time to FOSP and the events over the year. My heartfelt thanks and gratitude to everyone, it's been a challenging but amazing year.

We wish the incoming FOSP's committee of 2021 all the best for another successful year.

Thank you

Susan Duley - President of FOSP