















## Annual Action Plan

Year: 2018










### School/College: St Joseph's School Stanthorpe

Teaching and Learning				
<i>Exemplary teaching and learning leads to continuous improvement in student learning outcomes</i>				
<p><b>Strategic Intent:</b> Integrate high yield strategies and learner-centred approaches in every classroom in all curriculum areas.</p>	<p><b>Target</b> <i>(Built on base line data)</i> By the end of Semester 1 all teaching staff will be able to identify high yield strategies and by the end of Semester 2 be able to provide evidence of the implementation of these high yield strategies.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Visible Learning model – overview, implementation via staff meetings (whole/campus).</li> <li>Lighthouse School implementation (supported by Corwin) – via TCSO supported professional learning days (in school).</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All staff</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>Funding provided by TCSO Lighthouse projects</li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li>Support provided by outside providers (Corwin) for professional development</li> </ul>	<p><b>STATUS</b></p> <p><input type="checkbox"/> Not Started</p> <p><input checked="" type="checkbox"/> Started</p> <p><input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Build capacity of all staff to collect and use data to track student progress and inform pedagogy.</p>	<p><b>Target</b> <i>(Built on base line data)</i> Further implementation of the Data Improvement Program by all staff and data walls constructed from Term 1 for Prep – 12.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Diagnostic testing – Probe, NAPLAN, PAT R and PAT M, school based assessment and other relevant data gathering techniques</li> <li>Focus groups identified and target areas addresses weekly for Year 3, 5 7 and 9.</li> <li>Data collection and analysis in Year 12, and implementation of improvement strategies.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All P – 6 staff and relevant secondary staff; Middle Leaders, APA', APRE and Principal</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>Administration budget (photocopying/laminating etc for data walls)</li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li>Engagement of Judy Smeed</li> </ul>	<p><b>STATUS</b></p> <p><input type="checkbox"/> Not Started</p> <p><input checked="" type="checkbox"/> Started</p> <p><input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Ensure regular engagement with student performance data via a system-wide digital dashboard.</p>	<p><b>Target</b> <i>(Built on base line data)</i> From Semester 2 staff will be able to access data in the system-wide digital dashboard.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Professional development of staff in utilising the tools available on CeD3 via whole and campus meetings.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All teaching staff</li> <li>Executive Leadership Team and Middle Leaders</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li></li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>STATUS</b></p> <p><input type="checkbox"/> Not Started</p> <p><input checked="" type="checkbox"/> Started</p> <p><input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Create and sustain communities of practice which facilitate collective efficacy.</p>	<p><b>Target</b> <i>(Built on base line data)</i> From Term 1 all teaching staff will engage in the Teacher Performance Development Program and complete Feedback, Goal setting,</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Utilisation of Educator Impact tool in support of TPD process</li> <li>Professional development centred on unpacking the TPD model provided in</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All teaching staff, Middle Leaders, ELT members</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>Educator Impact \$5000</li> </ul>	<p><b>STATUS</b></p> <p><input type="checkbox"/> Not Started</p> <p><input checked="" type="checkbox"/> Started</p> <p><input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>

	Professional Learning Plans, Professional Development and Review process over the course of 2018.	<p>Educator Impact via whole school staff meetings.</p> <ul style="list-style-type: none"> <li>Professional Learning Community feedback and discussions.</li> </ul>	<p><i>Professional</i></p> <ul style="list-style-type: none"> <li>Visible Learning PD</li> </ul>	<b>EVIDENCE</b>
<p><b>Strategic Intent:</b> Effectively engage with parents to support the delivery of quality teaching and learning.</p>	<p><b>Target</b> (<i>Built on base line data</i>) There will be 60% parent support at information evenings and parent teacher evenings.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Updated newsletter and website to provide relevant and up to date information.</li> <li>Introduction of additional parent information evenings.</li> <li>Curriculum handbooks updated and provided to parents.</li> <li>Improved marketing to support parent teacher interviews.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>Marketing/PR admin officer; Middle Leaders; APA's; APRE and Principal</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li><i>Professional</i></li> </ul>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<b>Mission and Identity</b>				
<b>All students encounter Jesus Christ through the exemplary teaching of Religious Education and the faith practices of the school</b>				
<p><b>Strategic Intent:</b> Develop a shared understanding of and consistent language for Catholic Identity through all schools participating in the Enhancing Catholic Schools Identity Program.</p>	<p><b>Target</b> (<i>Built on base line data</i>) Based on the 2017 RADII data "Religious Life of the School" – by the end of 2018 students will have a shared understanding of and consistent language for Catholic Identity P – 12.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Making Jesus Real Program will be implemented via professional development supported by TCSO.</li> <li>Enhancing Catholic Schools Identity Program via staff meetings and teacher release.</li> <li>Improvement of the Faith in Action program across the school.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>TCSO - Tony Wornor</li> <li>All staff</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li><i>Professional</i></li> </ul>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Integrate high yield leadership strategies and practices which nurture a distinctive and contemporary Catholic Identity.</p>	<p><b>Target</b> (<i>Built on base line data</i>) Based on the 2017 RADII data "Leadership for School Improvement" - by end of 2018 RADII feedback reflects a distinct improvement on 2017 data.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Attend Leadership formation workshops and forums.</li> <li>Development of ELT Protocols and Purpose Statement.</li> <li>Effective and efficient communication and consultation with staff, parents and community bodies.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>TCSO</li> <li>School</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>TCSO + School</li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li>Director of Leadership</li> <li>Professional Reading</li> </ul>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Provide faith formation for students and staff which enhances the teaching of RE and the religious life of the school.</p>	<p><b>Target</b> (<i>Built on base line data</i>) Qualitative data gathered from staff and students. By the end of 2018 all students and staff will have opportunities to deepen their faith.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Prayer Policy.</li> <li>Going Deeper – weekly.</li> <li>Real Talk – PD 2018 student free days.</li> <li>Provision of professional reading.</li> <li>Regular communal prayer for all staff.</li> <li>Engage students in weekly masses (Wednesday).</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>Students; staff; parents</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>\$500 Going Deeper</li> <li>\$1500 Real Talk</li> </ul> <p><i>Professional</i></p> <ul style="list-style-type: none"> <li>Going Deeper – Choicez Media</li> </ul>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>








**Continual Renewal**

**Effective review and improvement strategies and practices inform planning and decision making**

<p><b>Strategic Intent:</b> Embed in school practices, system-wide frameworks in the areas of Leadership; Performance and Development; Teaching and Learning; Spiritual Formation; and Professional Learning.</p>	<p><b>Target (Built on base line data)</b> Implementation of the TCSO Teacher Performance and Development framework.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Utilisation of Educator Impact tool in support of TPD process.</li> <li>Developing collective teacher efficacy through Professional Learning Teams, the Visible Learning Program and the Reading Strategy.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All teaching staff; Middle Leaders and ELT members</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>\$5000 Educator Impact</li> </ul> <p><i>Professional</i></p>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Participate in the system-wide approach to building leadership and teaching capacity based on national professional standards.</p>	<p><b>Target (Built on base line data)</b> Engagement of all leaders in leadership development programs and improved TPD via implementation of Educator Impact to provide baseline data on the Teacher Performance &amp; Development Program.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Educator Impact Tool for TPD.</li> <li>Middle Leader Program</li> <li>Deputiser's Meetings</li> <li>Principals' Forums</li> <li>ELT development program.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>TCSO</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>TCSO</li> <li>School</li> </ul> <p><i>Professional</i></p>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Effectively apply the cyclical renewal processes to inform strategic planning.</p>	<p><b>Target (Built on base line data)</b> Engage all stakeholders in identified components of EICE by the end of 2018.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Survey all staff and students in Years 4-12.</li> <li>Consult with parents and community through P&amp;F and School Board.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>All staff; students; parents</li> <li>School Board and P &amp; F</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li></li> </ul> <p><i>Professional</i></p>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>

**Sustainable Resourcing and Stewardship**

**Prudent stewardship of physical, human and financial resources maximise student learning outcomes**

<p><b>Strategic Intent:</b> Strategically plan for the provision and sustainability of Catholic schooling.</p>	<p><b>Target (Built on base line data)</b> Ensure that school increases enrolments through a second Prep class and maintaining transition numbers.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Effective marketing program.</li> <li>Maintain transition students (Year 6 into 7, Year 10 to 11) through effective transition programs.</li> <li>Parent information evenings.</li> <li>Investigate possibility of establishing a kindergarten</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>Marketing office</li> <li>Staff</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>Budget allocation</li> </ul> <p><i>Professional</i></p>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Ensure consistent application of system-wide recruitment, retention and succession planning processes.</p>	<p><b>Target (Built on base line data)</b> Ensure recruiting of quality, specialised teachers.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Timely advertising.</li> <li>Offering practicum placements.</li> <li>Consideration of potential incentives to attract quality applicants.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>School</li> <li>TSCO</li> </ul> <p><i>Financial</i></p> <ul style="list-style-type: none"> <li>School</li> </ul> <p><i>Professional</i></p>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p> <p> <input checked="" type="checkbox"/> Started</p> <p> <input type="checkbox"/> Completed</p> <p><b>EVIDENCE</b></p>
<p><b>Strategic Intent:</b> Ensure policies and procedures support high standards of evidence-</p>	<p><b>Target (Built on base line data)</b> Ensure appropriate data is sourced to make accurate enrolment predictions.</p>	<p><b>Key Improvement Strategies</b></p> <ul style="list-style-type: none"> <li>Follow TCSO guidelines.</li> </ul>	<p><b>Resources</b> <i>Human(School, System, Other)</i></p> <ul style="list-style-type: none"> <li>School</li> </ul>	<p><b>STATUS</b></p> <p> <input type="checkbox"/> Not Started</p>

based decision-making, transparency, accountability and governance.		<ul style="list-style-type: none"> <li>Communicate policies with board, finance committee</li> <li>Conduct surveys, one on one discussions.</li> </ul>	<ul style="list-style-type: none"> <li>Board and P&amp;F</li> </ul> <i>Financial</i> <ul style="list-style-type: none"> <li>School</li> </ul> <i>Professional</i>	<input checked="" type="checkbox"/> Started <input type="checkbox"/> Completed <b>EVIDENCE</b>
<b>Strategic Intent:</b> Implement the system-wide plan of resource allocation to schools.	<b>Target</b> ( <i>Built on base line data</i> ) Develop a Master Plan (2018-2028).	<b>Key Improvement Strategies</b> <ul style="list-style-type: none"> <li>Develop 10 year Master Plan</li> <li>Consultation with school board, P&amp;F, staff, school community</li> <li>TCSO</li> </ul>	<b>Resources</b> <i>Human(School, System, Other)</i> <ul style="list-style-type: none"> <li>School</li> <li>P&amp;F, school board</li> </ul> <i>Financial</i> <ul style="list-style-type: none"> <li>Finance officer</li> </ul> <i>Professional</i>	<b>STATUS</b> <input type="checkbox"/> Not Started <input checked="" type="checkbox"/> Started <input type="checkbox"/> Completed <b>EVIDENCE</b>
<b>School Priorities</b>				
<b>Set from School Strategic Plans, EICE renewal processes and RADII satisfaction surveys</b>				
<b>Strategic Intent:</b> Ensure the well-being of students.	<b>Target</b> ( <i>Built on base line data</i> ) Improve and develop pastoral care policies and practices.	<b>Key Improvement Strategies</b> <ul style="list-style-type: none"> <li>Develop Student Support Plan.</li> <li>Develop the Joeys Journey – pastoral care plan across the school.</li> <li>Visit other schools to develop knowledge and ideas.</li> <li>Develop pastoral care activities within the school.</li> </ul>	<b>Resources</b> <i>Human(School, System, Other)</i> <ul style="list-style-type: none"> <li>School</li> <li>TSCO</li> </ul> <i>Financial</i> <ul style="list-style-type: none"> <li>School</li> </ul> <i>Professional</i> <ul style="list-style-type: none"> <li>Outside quest presenters.</li> </ul>	<b>STATUS</b> <input type="checkbox"/> Not Started <input checked="" type="checkbox"/> Started <input type="checkbox"/> Completed <b>EVIDENCE</b>

Principal: Andrew Kendall

Senior Education Leader: John Coman

Date: 25/02/2018