



OUR LADY OF FATIMA SCHOOL

ANNUAL REPORT

2016

Our Lady of Fatima School

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2016 Annual Report to the School Community: Key Points

School Improvement

In the **LEARNING** area, we have continued our focus on Grammar & Punctuation and Reading Comprehension and noticed some continued improvement in our standardised tests, including NAPLAN results. Our explicit focus in the mathematics learning area has increased the emphasis on this important learning area and enhanced the repertoire of strategies used in mathematics lessons throughout the school which is resulting in improved results. We are also continuing to refine our “creative thinking” programme centred on Robotics which extends the children’s lateral thinking skills.

In the **ENGAGEMENT** area, we have initiated a process to ensure that the school administration works closely with the P&F to provide “guest speaker” opportunities on topics pertinent to parents. These topics will cover both academic areas and also social and emotional topics for the parents as we continue to enhance the collaborative approach between the school and the home according to the best interests of the child. The attendance numbers at both parent session offered in 2016 were very well attended, with focuses on ‘Children’s Resilience’ and ‘Cyber Safety’, Early Literacy Skills and Mindfulness.

As far as **ACCOUNTABILITY** is concerned, all staff meet with a member of our leadership team to identify goals and strategies to achieve these goals throughout the year as we continually work together refine what we do enhance the quality of the teaching and learning in each classroom, leading towards better outcomes for the children.

In the area of **DISCIPLESHIP**, as a community we have re-established the altar serving group to assist at whole school Masses and Parish masses too. We have a very healthy connection between the school and the parish where we support each other, again to maximise the Catholicity of our community to provide the best outcomes for the children. Our parent community is very supportive of the parish from a financial perspective, assisting with facilitating 3 fundraisers each year.

Annual School Improvement Plan - Success Measures

- *Enhanced student’s problem solving skills through Mathematics and creative thinking programs*
- *Developed a whole school approach to teaching reading comprehension*
- *Established a common understanding of ‘Resilience’ from an academic, physical and social and emotional perspective through continued student and parent education.*
- *Parent education evenings with guest speakers were held to inform and educate parents on matters relevant to their children’s education and growth.*
- *Principal and class teachers met with respective support teacher looking at the data to design the support (remediation and extension) for their cohort. Support teachers and class teachers had regular conversations about the children they are supporting.*
- *Promoted the Making Jesus Real programme within our school through dedicated assemblies and HERO awards.*

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Annual School Improvement Plan - Key Goals for 2017

- *Continue focus on enhancing student's problem-solving skills.*
- *Develop a whole school approach to teaching writing aligned with the WA Curriculum.*
- *Focus on catering for all abilities through differentiated planning and learning.*
- *Introduce digital portfolio as way of communicating students work with parents.*
- *Upgrade early childhood classroom equipment and materials moving to a more contemporary learning environment.*
- *Continue to develop the parish model for sacramental programmes.*
- *Increase social justice service and awareness amongst students and staff.*

Financial and Infrastructure Report

FEES

We finished the year with \$20498.82 less than budgeted for which takes into account one less enrolment, any discounts and non-payments. There are a number of families with outstanding debt. The following steps are being taken to address this issue:

- Families with significant outstanding amounts who are still at the school will be strongly encouraged to set up payment plans before the end of Term 1 to ensure the full balance of fees (including the balance brought forward and fees for 2017) has been paid before the end of the school year.
- Families with outstanding fees who have left the school will be notified that we expect the balance to be paid in full, or a payment plan established by the 31st March otherwise we reserve the right to take further action via debt collection agencies.
- The school has successfully applied for grants from APEX to cover the costs of some families who are genuinely unable to pay their school fees. These grants support them via payment of the school fees, booklist and uniforms. We intend to re-apply for the grant again in 2017.

It is worth noting that Our Lady of Fatima in 2016 had just over 95% fee payment rate which is a great result.

9% fee increase for 2017 is a directive from the CEOs office.

FINAL FINANCIAL POSITION

ITEM	BUDGET	ACTUAL	DIFFERENCE
Recurrent Income	\$2,467,116	\$2,460,413	\$3,298
Recurrent Expenditure	\$2,457,019	\$2,486,999	\$29,980
Capital Income	\$48,070	\$80,896	\$32,826
Capital Expenditure	\$71,500	\$155,828	\$84,328 *

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* Bus purchase and air conditioning upgrade

In 2016 expenditure exceeded income by \$101518.00

There is a number of income items that yet to be received from 2016 to offset this amount

- Playground term deposit income: \$13201.66 (received in Feb)
- P & F cheque for outstanding items approx. \$15000 (due towards end of term 1 once P & F books have been audited)
- P & F payment for the bus approx. \$25000 (due date yet to be set)
- Reimbursement of teacher wages overpaid – approx. \$51524 (due towards end of term 1. CEO reimbursing school for maternity leave that was paid by the school instead of from CEO fund)
- Recovery of outstanding fees from 2016 - \$100000 (to be recovered over course of year)
- Income from term deposit to cover initial capital development cost (architect fees etc.) \$15000

TOTAL INCOME YET TO BE ALLOCATED \$129,725.66

Adjusted income for 2016 - \$28207.66 surplus

TRADE ACTIVITIES

Uniform Shop – breakeven is a great result

Three Year Old Kindy – small loss \$2937

Canteen – loss of \$10,114.00 due to Silvana's sick leave, and being closed for several weeks. Steps are already being taken to address the issue of the Canteen.

MOVING FORWARD

The adjusted result means that we can absorb the loss from the Canteen and with a working party now in place it should minimise the risk of loss in 2017.

Our Lady of Fatima already have the number of enrolments we budgeted for in 2017 so any additional enrolments between now and the end of the year will be a boost to the 2017 bottom line.

AUDIT

The Financial Audit of the 2016 accounts will take place on Wednesday 1st March 2017. Once finalised the years accounts will be presented to the School Board for ratification.

School Board Chair's Report

Welcome everyone to the OLOF School Board AGM.

Before we start, I would like to acknowledge the Wadjuk people of the Noongar nation who are the traditional custodians of the land on which we are meeting tonight. I would also like to pay respect to their Elders, both past and present and extend that respect to other Aboriginal people who may be here with us tonight.

2016 has been another productive year from the Board's perspective. We continue to provide Paul, Sharon, Rob and the school staff with strategic support in relation to the ongoing operations of the school and also work with Paul and Megan to assist with the management of the school finances. Sharon will provide you with an update on some of the school activities this year and Peter Canterbury, the Board Treasurer will provide you with an overview of the school's financial position, which continues to remain favourable.

Some of the highlights from the Board's perspective this year include:

- 1: The acquisition of a new school bus- this has been something that has been discussed and planned for for some time now and it was fortunate that a suitable bus was found early in the year and I understand has been appreciated by the school community. A new shelter was also arranged for the bus. I want to acknowledge the P&F for their financial contribution to the purchase of the bus, it is appreciated.
- 2: The implementation of a painting maintenance program. Some of the external school paintwork had been in need of re-doing and a contractor was identified to do this work and also to maintain it over the next 7 years. I want to thank Chris Johnson from the Board for his assistance in identifying painting contractors to get quotes from and Chris and Peter Canterbury who worked with Paul to negotiate a contract in relation to this work. I also need to mention Jody Barkla, Deidre Westerhout and Michelle Johnson for helping with the colour selection.
- 3: The commencement of a Capital Planning Process – a decision was made last year to investigate options for capital development at the school to see what could be done to functionally improve the school layout. A Capital Development Sub-Committee was put together and this included Rob LaRoche, Rikki Foss and Peter Canterbury and this year also included Chris Johnson . We thought it was important to get teacher input into any planning done in relation to the capital development and teacher suggestions were included in the scoping documents prepared for the architects. Architects have recently been appointed to provide the conceptual plans for the school capital development and these should be completed I understand before the end of the year. Once they have been approved, we can then move on to full documentation of the plans for Council approval and to identify a builder to undertake the work. I will let Peter confirm this, but I would like to think that by this time next year, we should be close to commencing the capital works so we have a lot to look forward to in 2017.

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I want to thank all the Board members for their contribution this year. I have spoken of the work Peter has done as Treasurer and his work with the Capital Planning Sub-committee. Peter finishes his term on the school Board this year and his financial expertise will be missed. Peter has worked closely with Paul and Megan over the last 12 months to improve the financial reporting and consolidating accounts to simplify the financial management processes so I thank him for his hard work.

I also need to mention Steve Gauci, who is also a member of the Finance Sub-committee and has been groomed to take a more prominent role next year so thanks Steve also for your contribution.

To Jodie and Deidre, I want to thank you for the link you provide to the P&F, I think this is a really important association and we as a Board need to continue to work closely with the P&F to achieve good outcomes for our children. I reflect on the recent work Jodie and Deidre have done with the P&F to look at options for the school canteen next year and providing short and longer term strategies for its operation. It's great that parents at the school are willing to get involved to make things work better from an operational perspective.

To Giselle Conle, I want to thank you for your contribution to the Board and the link you have provided to the Parish. The relationship between the school and the Parish has always been important so I want to thank Giselle for working with us to make this relationship more tangible.

To Chris Johnson, I have already mentioned the strong contribution he has made this year in terms of his connections in the building industry and being able to assist us in getting quotes for work and providing advice in relation to the capital planning process. There will be more work to do next year Chris, so we look forward to your ongoing contribution.

To Kate Wittenoom, Kate is probably the most important member of the Board- she is the secretary and takes the minutes each month, which is appreciated. Kate also provides input on a range of other issues and also took a lead role in looking into road safety issues around the school and we appreciate her input.

Although Paul is not with us tonight, I need to acknowledge his hard work as Principal of the school. I always say to Paul that he has a tough job trying to balance priorities and trying to satisfy a range of different expectations. It is not an easy job and you are never going to please everyone so it's a matter of maintaining a focus on the children and providing them with positive learning experiences.

I want to thank all the teaching staff for their contributions to the school this year and the work you have done in teaching our children. I wish to thank Rob and Sharon in particular for your participation in school Board meetings and for being the conduit with the other teachers in the school.

I wish to thank the teachers who will be leaving the school this year, Sharon and Sally for your hard work and dedication. Sharon, you are almost a permanent fixture at the school over a long period of time so we wish you well with your appointment at Notre Dame University. Sally, although you have

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only been with us for a short while, we appreciate the work you have done with the Year 4 class and wish you all the best with your next teaching appointment.

Next year, we will welcome back Justin Miller and Sandra Leavy to the school and we wish them well on their return.

Just in finishing, I was talking to Sharon last week about what makes a good school and I reflect on my own children's experiences here at Fatima. I have two boys, one in Year 5 and one in Year 3 and they love coming to school. They enjoy the friendships they have made here and they enjoy learning. I think as a school we must be doing something (or lots of things) right. This is not to say we cannot do more, the challenge is always to try and improve and to make all children's and families experience at Fatima positive ones and I think this is something we should always strive for.

I thank you all for your input into the school and encourage you to keep involved going forward.

New Board member for 2017 is Rob Barkla, elected unopposed.

School Performance Information

Contextual Information

Our Lady of Fatima is a single stream Catholic school situated close to Fremantle with an enrolment of 251 students in eight classrooms ranging from Kindergarten to Year 6 and also an onsite 3 Year old Pre-Kindergarten class. With an emphasis on academics as well as spiritual, physical, social and emotion development, the school strives to provide a holistic learning environment for our students to flourish.

The school draws its students mainly from the areas of Palmyra, Bicton, Willagee and Melville, with the bulk of students coming from middle class backgrounds. The school has a tightknit community with a strong involvement in the school P&F and high classroom participation. The school's close relationship with the Our Lady of Fatima includes involvement in community masses and school-based fundraising to support the parish.

The school was founded by the Sisters of Our Lady of the Missions in 1925. Our Lady of Fatima strives to uphold the teachings and values of the Sisters, through our religious education programmes and faith formation. Students are nurtured in their religious beliefs through the school's Religious Education as well as the Making Jesus Real program that looks at embodying the values of the Catholic faith and living them in our day to day lives. In conjunction with the parish, the school prepares students in Years Three, Four and Six to receive the Sacraments and the school also offers an alter service training program.

Our Lady of Fatima employs a dedicated and professional staff who provide strong pedagogy and learning experiences for their students. The classroom teaching structure includes five full time classroom teachers and six tandem classroom teachers (Year 1, 3 and 5). In addition to the core classroom learning areas, the school also employs specialists in the fields of Learning Technology, Music, Sport and Science. A Japanese/ Mindfulness teacher is employed to enhance the programs in the school. The school offers educational support for students from Pre Primary to Year Six with programmes such as Multi-Lit, Mini-Lit. The Letters & Sounds programme is the synthetic phonics programme which is introduced in Kindergarten and is implemented through to Year 2.

The school ensures that students are given a wide array of learning experiences and opportunities to engage and enhance their learning. Extra learning opportunities include inter and intra school sporting competitions, a Robotics program, academic competitions, Speak Up Awards, musical instrument tuition and ukulele ensemble.

Teacher Standards and qualifications

All staff hold the necessary qualifications required by the Catholic Education Commission of Western Australia.

Master's Degree	4
Bachelor of Education	10

Workforce Composition

Staff	Female		Male	
	Indigenous	Non Indigenous	Indigenous	Non Indigenous
Full time Teaching	0	7	0	4
Part Time Teaching	0	10	0	0
Full Time Non-Teaching	0	2	0	0
Part Time Non-teaching	0	2	0	1

Student Attendance at School

Attendance is monitored using the attendance system within the Seqta suite. Reports are generated daily to confirm attendance. Parents may phone, email or send a note to report student absences.

Year Level	% of Attendance
PP	96%
1	93%
2	94%
3	96%
4	95%
5	95%
6	94%
Total School Attendance	95%

NAPLAN Information

The 2016 NAPLAN results for our school are similar to those of previous years with a continuing upward trend in results in both Year Three and Five.

The detailed breakdown of the results are shown below.

	YEAR THREE % at or above the minimum standard	YEAR FIVE % at or above the minimum standard
Grammar and Punctuation	100%	100%
Numeracy	100%	100%
Reading	100%	100%
Spelling	100%	100%
Writing	100%	100%

YEAR THREE AVERAGE

	School	National
Grammar and Punctuation	447.1	436.3
Numeracy	417.8	402.2
Reading	474.7	425.7
Spelling	443.2	420.1
Writing	465.1	420.5

YEAR FIVE AVERAGE

	School	National
Grammar and Punctuation	556.4	505.0
Numeracy	519.5	492.9
Reading	541.3	501.7
Spelling	526.6	492.9
Writing	506.7	475.4

Parent, Student and Teacher Satisfaction

Meetings were held at various times during the year to ensure that parents were fully informed of the activities and expectations of the school. Parents were encouraged to speak directly to teachers or a member of the leadership team with any matters of concern. Students actively participated in all curriculum events. Family and Sacramental Masses were well attended by students, staff and parents. Through the activities of the P&F and School Board, parents were offered many opportunities to engage with each other and be a part of the school community. Parental attendance and support of various school events both within and outside school hours, as well as active participation within various P&F events and School Board meetings was of a consistently good standard, throughout this period. Parents regularly participated within literacy and numeracy activities, excursions, incursions, sporting activities as well volunteering in extra-curricula activities, eg Liturgical Dance and canteen duties.

Post-school Destinations

Christian Brothers College Fremantle	9
Santa Maria College	8
Applecross Senior Highschool	3
IONA Presentation College	2
John Curtin Senior High School	2
Seton College	2
Aquinas College	1
Corpus Christi	1
Kennedy Baptist College	1
Rossmoyne Senior Highschool	1
Scotch College	1

School Income

<https://www.myschool.edu.au/>