















## Annual Action Plan

Year: 2018

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

| Teaching and Learning  |  |  |   |  |
|--|--|--|---|--|
| <b>Exemplary teaching and learning leads to continuous improvement in student learning outcomes</b>  |  |  |   |  |
| <p><b>Strategic Intent:</b><br/>Integrate high yield strategies and learner-centred approaches in every classroom in all curriculum areas.</p> | <p><b>Target (Built on base line data)</b><br/>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><br/><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><br/>Build capacity of all staff to collect and use data to track student progress and inform pedagogy.</p>         | <p><b>Target (Built on base line data)</b><br/>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><br/><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><br/>Ensure regular engagement with student performance data via a system-wide digital dashboard.</p>               | <p><b>Target (Built on base line data)</b><br/>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><br/><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><br/>Create and sustain communities of practice which facilitate collective efficacy.</p>                           | <p><b>Target (Built on base line data)</b><br/>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><br/><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> |

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|   | 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><br/>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><br/>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><br/><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><br/>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><br/>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><br/><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><br/>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><br/>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><br/><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><br/>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><br/>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><br/><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**

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| <p><b>Strategic Intent:</b><br/>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><br/>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><br/><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><br/>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><br/>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><br/><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><br/>Effectively apply the cyclical renewal processes to inform strategic planning.</p>  | <p><b>Target (Built on base line data)</b><br/>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><br/><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**

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| <p><b>Strategic Intent:</b><br/>Strategically plan for the provision and sustainability of Catholic schooling.</p>                         | <p><b>Target (Built on base line data)</b><br/>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><br/><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><br/>Ensure consistent application of system-wide recruitment, retention and succession planning processes.</p> | <p><b>Target (Built on base line data)</b><br/>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><br/><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><br/>Ensure policies and procedures support high standards of evidence-</p>                                     | <p><b>Target (Built on base line data)</b><br/>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><br/><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>   |

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| 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<br><input type="checkbox"/> Completed<br><b>EVIDENCE</b>  |
| <b>Strategic Intent:</b><br>Implement the system-wide plan of resource allocation to schools. | <b>Target</b> ( <i>Built on base line data</i> )<br>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><br><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><br><input type="checkbox"/> Not Started<br><input checked="" type="checkbox"/> Started<br><input type="checkbox"/> Completed<br><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><br>Ensure the well-being of students.                                | <b>Target</b> ( <i>Built on base line data</i> )<br>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><br><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><br><input type="checkbox"/> Not Started<br><input checked="" type="checkbox"/> Started<br><input type="checkbox"/> Completed<br><b>EVIDENCE</b> |

Principal: Andrew Kendall

Senior Education Leader: John Coman

Date: 25/02/2018