



**St James Primary School,  
COORPAROO**

# **Annual Report 2021**

**Brisbane Catholic Education is  
a faith-filled learning community  
creating a better future.**



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Catholic  
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# Contact information

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<b>Contact person</b>	Rachelle Gibson — Principal

## Principal's foreword

The 2021 Annual Report presents information for reporting requirements and informs the wider community of our school's operations and achievements through the year. The report includes information on the school's profile, curriculum delivery, social climate, school funding, workforce composition and student performance.

St James is a systemic, co-educational Catholic Primary School operating under the guidance of the Brisbane Catholic Education Office. Tuition is offered in all year levels from Preparatory to Year Six. Our vision is to establish a learning community where Christian values are lived and integrated, so that our children grow physically, spiritually and intellectually. Our mission is to provide high quality inclusive Catholic education and a safe and nurturing environment where all community members are valued and respected. We aim to foster within our community, a love of learning and spirit of inquiry. We value our relationships with the parish, our parents and families, and the richness of our community. We foster a sense of belonging and self-worth and promote an awareness of the needs of others through a welcome and inclusive environment.

Along with the Good Samaritan Sisters, the pastoral presence and friendship of the Augustinian priests has strengthened the Catholic identity of the school. This rich heritage finds resonance in the school motto, 'Learn and Act with Heart and Mind'. St James strives to provide high quality education with specialist lessons in Italian, Physical Education, Arts and Technology. We work together with our parents to ensure that all students flourish to achieve their best and experience a holistic education.

### School progress towards its goals in 2021

#### Catholic Identity

1. To develop staff and student formation as faith filled believers so that actions in the school community reflect a deep understanding of the St James Way.
2. To develop stronger Parish relationships through identifying Parish initiatives that can be integrated into the school community.

During 2021, St James progressed towards our Catholic Identity goal in the following ways:

- Our staff participated in Professional Learning about The St James Way. A continuation in reflecting on the St James Way school consultation. Working to make community connections, establishing respectful communication between school and home and a shared vision for what belonging to St James means to the community.
- Professional learning about the connection between our Patron Saint James, his story and our school community, linked to the St James Way.
- Student Formation through the introduction of the St James Way.
- Staff Spirituality and Formation experiences, including knowledge of St James and the history of St James.
- Collaboration with the Parish around Holy Week celebrations. St James School was an integral part of the parish Stations of the Cross walk.

- St James students supplied parish artwork to decorate the parish garden.

### Learning and Teaching

Continue to refine the operational structure of short cycle planning, to enhance the planning, teaching, assessment and reporting of Literacy, Numeracy and Religion.

During 2021, St James progressed towards our Learning and Teaching goal in the following ways:

- Staff meetings were dedicated to introducing short cycle planning, to ensure teaching was responsive to the needs of the learners.
- School focus on effective planning in English.
- Continued work in short term planning in Religion.
- Development of assessment rubrics in Religion.
- Assessment Capable Learners Professional Learning, ensuring staff could confidently and effectively prepare students for NAPLAN testing.
- Professional Development for staff in the use of Literacy Planet, Mathletics and Maths Online programs to support the teaching of Literacy and Numeracy.

### Wellbeing

To promote student, staff and family well-being through a whole school approach.

During 2021, St James progressed towards our Wellbeing goal in the following ways:

- Community events and celebrations were held following Covid-19 guidelines.
- Established Wellbeing Week activities that focused and fostered student wellbeing, for example, chalk art and Moonwalk Monday.
- Implementation of regular staff gratitude activities.
- Celebration of staff and years of service in BCE on World Teachers Day.

### Our People

To develop a culture of continual improvement.

During 2021, St James progressed towards our Our People goal in the following ways:

- Staff participated in enriching First Response teaching training.
- Teachers participated in POD meetings, where they moderated writing samples and shared resources and knowledge in effective ways to teach phonics.
- Consistency of Teacher Judgement Day with a focus in Religious Education and unit planning/short term planning with St Brendan's Moorooka and Mary Immaculate Annerley.
- Professional Goal Setting.

### Diversity and Inclusion

To ensure that our education program and school culture caters effectively to the needs of all learners.

During 2021, St James progressed towards our Diversity and Inclusion goal in the following ways:

- Review of NCCD practices to ensure high quality learning and differentiation for all students.
- ICLT assessment accessibility tools were implemented in classrooms to support learning for all students.

### Organisational Effectiveness

1. To begin the process of enacting the school facilities masterplan as informed by the 'St James Way'.
2. To develop marketing strategies that highlight the exceptional qualities of the school community.

During 2021, St James progressed towards our Organisational Effectiveness goal in the following ways:

- The St James Master Plan is continued work in 2022.
- Focused usage of the electronic sign to promote events and celebrations with the wider community.
- Use of Facebook to communicate to the wider community and promote events and celebrations.
- St James attended the 'Day in the Life' at Coorparoo Square, Big Little Festival.

### **Future outlook**

In 2022, St James, Coorparoo has a range of goals and priorities to ensure continual improvement. The 2022 goals include:

#### Catholic Identity

1. Further develop our whole school understanding of the Good Samaritan story, values etc to ensure that the charism continues to be embedded within our school and connected to the house patrons.
2. In 2022, the Reconciliation Action Plan (RAP) will be completed.

#### Learning and Teaching

1. Continue to enhance the planning, teaching, assessment and reporting of Numeracy.
2. Continue to build on the knowledge of rich learning experiences – open ended tasks, Maths routines, investigations and explicit teaching.
3. Phonics and word knowledge policy, developing a consistent and balanced approach that responds to student needs.

#### Wellbeing

1. Structured organisation of wellbeing week activities for the whole school community.
2. Planned activities that are communicated to all stakeholders, that is reflected in the school budget.

#### Our People

1. Develop a plan to review and republish the School Vision and Mission.

#### Diversity and Inclusion

1. Teacher led planning for diverse learners.
2. Student led goal setting.
3. Continue to build on the processes for monitoring NCCD data collection.

#### Organisational Effectiveness

1. To begin the process of enacting the school facilities masterplan as informed by the 'St James Way'.
2. To develop marketing strategies that highlight the location of St James.

# Our school at a glance

## School profile

St James Primary School is a Catholic school administered through Catholic Education Archdiocese of Brisbane.

**Coeducational or single sex:** Coeducational

**Year levels offered in 2021:** Primary

**Student enrolments for this school:**

	Total	Girls	Boys	Aboriginal and Torres Strait Islander students
2021	175	72	103	3

Student counts are based on the Census (August) enrolment collection.

St James is a small school community in the inner-city suburb of Coorparoo. The school has a total enrolment of 175 students from Prep to Year Six. 57.8% of students are Catholic and 42.2% of students identify with another or no religion. 14.4% of our students have a language other than English as the family's first language and 1.67% of our students identify as Aboriginal or Torres Strait Islander.

Like many schools in the inner-city area, many of the boys leave at the end of year four and take up enrolment at one of the local Catholic Colleges. As a result, our upper primary classes have smaller numbers which contributes to quality teaching and learning and multiple leadership opportunities for all students. Our students perform well in NAPLAN overall, with some students requiring extra support. Our senior students set a lived example of servant leadership within the school. They plan and facilitate a range of initiatives within the school community setting a wonderful example for our younger students. The school is fortunate to have an active and very supportive parent body who involve their children in a range of extra-curricular activities.

## Curriculum implementation

### Curriculum overview

St James Primary School provides high quality teaching and learning experiences in all eight learning areas of the Prep to Year 10 Australian Curriculum to all students.

St James offers additional Specialist lessons to all students in Prep to Year Six, including:

- Specialist Arts lessons
- Specialist P.E lessons
- Specialist Technology lessons
- Specialist Italian lessons
- Specialist Dance lessons (Term Four only).

### Extra-curricular activities

St James Primary School believes in providing a holistic and rich education for all students. Learning is supported by extra-curricular activities including, but not exclusive to:

- Outdoor Education Camp Program (Years 4-6)
- Cross-country (Years P-6)
- Athletics program (Years P-6)
- Swimming program (Years 1-6)
- Catholic Zone Competitions in Swimming, Cross-country and Athletics
- Sport Development Clinics (Years P-6)
- Inter-school Netball and Soccer Competitions (Years 4-6)
- Instrumental Music Lessons (Years 3-6)
- Instrumental band program (Years 3-6)

- Chess Club (Years P-6)
- Private tennis lessons (Remar Tennis Academy Years 2-6).

### How information and communication technologies are used to assist learning

St James Primary School has an iPad program from Years One to Six, with a class set of devices in Prep. Several detachable keyboards are also utilised to assist with keyboard skills. With data projectors in each learning space, students can project the work on their device for viewing by the whole classroom cohort. Devices are used to assist students with research, brainstorming, creative presentations and a wide variety of educational Apps are utilised daily. Devices are also used by students to record and share their learning. At St James, devices are used to enhance learning experiences for students.

## Social climate

### Overview

The St James community is warm and welcoming. Our school consists of many families of different faith and cultural backgrounds. A majority of our families are working professionals. St James have a small percentage of families on fee concessions and have a 97% fee payment rate. The families are very supportive of the school and are actively involved in their children's education. There is a strong culture of parent volunteers who are committed to supporting the school in many ways.

The school caters for students with diverse needs, including well-planned Student Support Plan meetings involving parents, Support Teacher: Inclusive Education (ST:IE), Guidance Counsellor, Literacy/Numeracy Support Teacher, classroom teacher and Principal.

The Positive Behaviours for Learning Framework is to provide clear behaviour expectations across the school. The Student Behaviour Support Policy is communicated to all stakeholders and is used to monitor and manage behaviour learning within the school. It outlines behaviour expectations and processes for dealing with behaviour concerns.

### Parent, student and staff satisfaction

The tables below show selected items from the Parent/Caregiver, Student and Staff BCE Listens Surveys.

#### BCE Listens Survey - Parent satisfaction

Performance measure	
Percentage of parents/carers who agree <sup>#</sup> that:	2020
This school helps my child to develop their relationship with God	97.7%
School staff demonstrate the school's Catholic Christian values	95.5%
Teachers at this school have high expectations for my child	95.2%
Staff at this school care about my child	97.7%
I can talk to my child's teachers about my concerns	88.6%
Teachers at this school encourage me to take an active role in my child's education	95.5%
My child feels safe at this school	97.7%
The facilities at this school support my child's educational needs	93.2%
This school looks for ways to improve	95.2%
I am happy my child is at this school	93.0%

## BCE Listens Survey - Student satisfaction

Performance measure	
Percentage of students who agree <sup>#</sup> that:	2020
My school helps me develop my relationship with God	89.1%
I enjoy learning at my school	89.8%
Teachers expect me to work to the best of my ability in all my learning	95.9%
Feedback from my teacher helps me learn	95.9%
Teachers at my school treat me fairly	89.8%
If I was unhappy about something at school I would talk to a school leader or teacher about it	77.6%
I feel safe at school	95.9%
I am happy to be at my school	91.8%

## BCE Listens Survey - Staff satisfaction

Performance measure	
Percentage of staff who agree <sup>#</sup> that:	2020
Working at this school helps me to have a deeper understanding of faith	100.0%
School staff demonstrate this school's Catholic Christian values	100.0%
This school acts on staff feedback	100.0%
This school looks for ways to improve	100.0%
I am recognised for my efforts at work	95.0%
In general students at this school respect staff members	100.0%
This school makes student protection everyone's responsibility	100.0%
I enjoy working at this school	100.0%

<sup>#</sup> 'Agree' represents the percentage of respondents who Somewhat Agree, Agree or Strongly Agree with the statement.  
DW = Data withheld to ensure confidentiality.

## Family and community engagement

St James parents and extended family members are highly involved within the school community. As a school community, our relationship with our families is a strong, valued partnership. Parents, grandparents and other family members volunteer for fundraising initiatives, tuckshop and many social events. St James is privileged to have a dedicated P&F Association and School Pastoral Board.

Parents and family members are invited to participate in their children's education through both formal and informal means. This could include visits, classroom celebrations or volunteering to support learning in the classroom or excursions.

St James utilises a range of strategies to communicate and connect with families including newsletters, invitations to attend community gatherings, Parent Portal, parent education programs and information sessions, formal interviews and Student Support Meetings.

Supported enrolment processes for children with disabilities or diverse needs are a thorough and detailed process to ensure that a student's needs are clearly supported and implemented when they join St James. When necessary, St James will engage with external agencies when appropriate to support students with specialist needs.

## School funding

### School income broken down by funding source

School income, reported by financial year accounting cycle using standardized national methodologies and broken down by funding source is available via the *My School* website.

### How to access income details

1. Click on the *My School* link <http://www.myschool.edu.au/>.
2. Enter the school name or suburb of the school you wish to search.

Find a school

Search website

Search by school name or suburb

Go

School sector

School type

State

3. Click on 'View School Profile' of the appropriate school to access the school's profile.

View School Profile

4. Click on 'Finances' and select the appropriate year to view the school financial information.

School profile

NAPLAN

Attendance

Finances

VET in schools

Senior secondary

Schools map

Note: If you are unable to access the internet, please contact the school for a hard copy of the school's financial information.

## Our staff profile

### Workforce composition

Description	Teaching Staff*	Non-Teaching Staff
Headcount	15	12
Full-time Equivalents	13.0	6.3

\*Teaching staff includes School Leaders

### Qualification of all teachers\*

Highest level of qualification	Number of classroom teachers and school leaders at the school
Doctorate	0
Masters	5
Graduate diploma etc.**	2
Bachelor degree	7
Diploma	1
Certificate	0

\*Teaching staff includes School Leaders

\*\*Graduate diploma etc. includes graduate diploma, bachelor honours degree, and graduate certificate.



## Professional development

The major professional development initiatives during 2021 were as follows:

- Our staff participated in Professional Learning about The St James Way.
- Staff Spirituality and Formation experiences, including knowledge of St James and St James history.
- Assessment Capable Learners Professional Learning.
- Professional Development in the use of Literacy Planet, Mathletics and Maths Online programs.
- Professional learning in the creation and implementation of short-term planning cycles in English and Religion.

The proportion of the teaching staff involved in professional development activities during 2021 was 100%.

## Staff attendance and retention

### Average staff attendance

Description	%
Staff attendance for permanent and temporary staff and school leaders	96.4%

### Proportion of staff retained from the previous school year

From the end of the previous school year, 88.88% of staff were retained by the school for the entire 2021.

# Performance of our students

## Key student outcomes

### Student attendance

The overall student attendance rate in 2021 for all Brisbane Catholic Education schools across years Prep-6 was 92.4%.

Description	%
The overall attendance rate* for the students at this school	93.2%
Attendance rate for Aboriginal and Torres Strait Islander students at this school	94.5%

Average attendance rate per year level			
Prep attendance rate	95.2%	Year 4 attendance rate	92.3%
Year 1 attendance rate	94.3%	Year 5 attendance rate	95.6%
Year 2 attendance rate	93.5%	Year 6 attendance rate	90.8%
Year 3 attendance rate	89.2%		

\*The student attendance rate is generated by dividing the total of full-days and part-days that students attended, and comparing this to the total of all possible days for students to attend, expressed as a percentage.

### Description of how non-attendance is managed by the school

St James has well-established procedures to ensure that absenteeism is reported to the principal. Parents are contacted by the school secretary if there is an unexplained absence. Teachers email parents if a child is absent for more than 3 days in a row as a way of checking. Ongoing absenteeism is brought to the attention of the school principal.

Communication is made with parents to emphasise the importance of regular school attendance. This is done through phone calls to parents and the school newsletter. Punctuality is another issue that is consistently addressed. Being a small school environment normally a conversation with students and parents is the most effective means of addressing this concern.

## NAPLAN

Our reading, writing, spelling, grammar and punctuation, and numeracy results for the Years 3, 5, 7 and 9 NAPLAN tests are available via the [My School](http://www.myschool.edu.au/) website.

### How to access our NAPLAN results

1. Click on the *My School* link <http://www.myschool.edu.au/>.
2. Enter the school name or suburb of the school you wish to search.

A screenshot of the search bar on the My School website. It features a search input field with the placeholder text "Search by school name or suburb". To the right of the input field are three dropdown menus labeled "School sector", "School type", and "State". A magnifying glass icon is positioned to the right of the "State" dropdown.

3. Click on 'View School Profile' of the appropriate school to access the school's profile.

A rectangular button with a thin red border and the text "View School Profile" in a red font.

4. Click on 'NAPLAN' to access the school NAPLAN information.

A screenshot of the navigation menu at the top of a school profile page. It consists of a horizontal bar with several tabs: "School profile", "NAPLAN", "Attendance", "Finances", "VET in schools", "Senior secondary", and "Schools map". The "NAPLAN" tab is currently selected and highlighted with a red background.

#### Notes:

1. If you are unable to access the internet, please contact the school for a hard copy of the school's NAPLAN results.
2. The National Assessment Program – Literacy and Numeracy ([NAPLAN](http://www.naplan.edu.au/)) is an annual assessment for students in Years 3, 5, 7 and 9.