



Annual Action Plan 2018
Year Two of Cycle
St Patrick's Primary School, Kilmore
E1025

Education in Faith

Goals (Articulated in the School Improvement Plan SIP)

To further strengthen St Patrick's as an active faith community, celebrating Catholic traditions, engaging in dialogue and critically reflecting on faith in a contemporary context.

Intended Outcomes	Targets and Annual Targets	Key Improvement Strategies	Responsibility	Actions	Evidence	Notes	Status
That student engagement in Religious Education improves.	Staff Catholic Culture will be at 77	Strengthen teacher knowledge and understanding of the Catholic	REL RE Team Staff	Recommitment to time with staff at PLT's and Staff Meetings that it is purposeful and	SRC Data Staff practices / planning in	Lead by Leader of RE and assisted by RE Assistant	Actioned in 2017 Ongoing in 2018

<p>That community engagement in the faith life of our school and parish community will continue to be enhanced.</p>	<p>Student Catholic Culture will be at 66</p> <p>Parent Catholic Culture will be at 78</p>	<p>faith and its traditions. Strengthen teacher knowledge and understanding of the Catholic faith and its traditions in new RE curriculum framework based on "Horizons of Hope"</p>	<p>Parish Priest REL</p> <p>RE Team</p> <p>Staff</p> <p>Parish Priest</p>	<p>collaborative – centred on global concerns and how it affects us today</p> <p>Recommitment to: RE PLTs – twice a term</p> <p>Recommitment to: Encourage and support staff to attain accreditation A commitment to daily prayer (3 times a day) and Christian Meditation</p> <p>Recommitment to: Professional Development on Horizons of Hope and RE Framework and Professional Reading i.e. Encyclicals</p>	<p>prayer, liturgy, sacraments</p> <p>RE Planners</p> <p>Involvement in Professional Learning</p>	<p>Lead by Leader of RE</p> <p>Lead by Leader of RE</p> <p>Lead by Leader of RE</p>	<p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 and continue in 2018 as the course runs for two years Ongoing in 2018</p> <p>Actioned at staff meetings and through facilitated planning. Ongoing in 2018</p>
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				<p>Recommitment to :Modelling in classes:</p> <p>To provide staff with opportunities for faith formation</p>		<p>Lead by Leader of RE</p> <p>Lead by Leader of RE</p>	<p>Actioned in 2017</p> <p>Ongoing in 2018</p> <p>New for 2018</p>
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Learning and Teaching

Goals (Articulated in the School Improvement Plan SIP)

To provide an engaging and purposeful learning environment in which every student is challenged and supported to achieve continuous improvement and success.

Intended Outcomes	Targets and Annual Targets	Key Improvement Strategies	Responsibility	Actions	Evidence	Notes	Status
<p>That student achievement in Numeracy will improve.</p> <p>That student achievement in Reading will improve.</p> <p>That students will be further challenged and engaged in their learning.</p>	<p>NAPLAN Data shows a positive trend</p> <p>TASA data shows a positive trend in all areas on English and Mathematics</p> <p>Student Learning Confidence – will be in mid 70s</p> <p>Student Motivation will be in mid 80s</p>	<p>Further develop and embed whole school consistent understandings about personalised learning using data analysis to differentiate the curriculum</p> <p>Use data to drive the planning and inform decisions around Learning and Teaching</p>	<p>Maths Leader</p> <p>Maths Team</p> <p>Staff</p> <p>Literacy Leader</p> <p>Literacy Team</p>	<p>Recommitment to : Explicit Learning Intentions and Success Criteria for all curriculum areas planned and clearly displayed for all lessons – Revisit and provide PL</p> <p>Recommitment to : 5 hours of Numeracy and 10 hours of Literacy and 2 hours of RE, 2 Hours of Inquiry, 1 Hour of SEL every week</p>	<p>Insight SRC Data</p> <p>PAT M</p> <p>Pat R</p> <p>NAPLAN</p> <p>CEM testing</p> <p>Planners</p> <p>School Based Testing</p> <p>Student Surveys</p>	<p>Lead by Leaders of Teaching and Learning, Maths, Student Wellbeing and RE.</p> <p>Lead by Head of Teaching and Learning and Head of Maths</p>	<p>Actioned in 2017 and continue in 2018 extending the goal to emphasise using data to drive best practice Ongoing in 2018</p> <p>Actioned in 2017 and continue in 2018 extending the goal to include the MAPPEN Inquiry Program Ongoing in 2018</p>

	<p>Teaching Climate Index Target will be 73</p>			<p>Effectively integrate the MAPPEN Inquiry program into the current timetable, by linking to other curriculum areas.</p> <p>Recommitment to term overviews, planners and school programs such as the CAFÉ model and 7 Steps to Writing program.</p> <p>Recommitment to: Analysis and use of data to drive teaching and differentiate learning</p> <p>Recommitment to consistent approach to uploading data and planning documents e.g. Google Docs</p>	<p>SPA Data: TBC</p>	<p>Lead by Leader of Teaching and Learning</p> <p>Lead by Leaders of Teaching and Learning and Maths</p> <p>Lead by Leaders of Teaching and Learning and Maths</p> <p>Lead by Leaders of Teaching and Learning and Maths</p>	<p>New for 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p>
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				<p>Recommitment to the school assessment schedule</p>		<p>Lead by Leaders of Teaching and Learning and Maths</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Recommitment to and consistent monitoring of: 12 months growth in learning for all students</p>		<p>Lead by Principal, Deputy Principal and the Executive Team supported by all teaching and non teaching staff</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Recommitment to: Continuing the upgrade of ICT across the school</p>		<p>Leader of ICT and Leader of Teaching and Learning</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Head of ICT to coach and model best practice in integrating digital technologies within the current curriculum from P-6</p>		<p>Leader of ICT and Leader of Teaching and Learning</p>	<p>New for 2018</p>

				<p>To explore best practice with STEM</p>		<p>Leader of ICT and Leader of Teaching and Learning</p>	<p>New for 2018</p>
				<p>Recommitment to PL to empower staff to give feedback to students.</p>		<p>Lead by Leaders of Teaching and Learning and Maths</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Continue the implementation of Smart Spelling across the school</p>		<p>Lead by Leader of Teaching and Learning</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Leading staff with an improved understanding of The Victorian Curriculum</p>		<p>Lead by Leader of Teaching and Learning</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>To develop best practice of teaching students with autism and severe language disorders</p>		<p>Lead by Leader of Student Services</p>	<p>New for 2018</p>

				A renewed commitment to developing SMART goals.		Lead by Leader of Student Services	Actioned in 2017 Ongoing in 2018
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Student Wellbeing

Goals (Articulated in the School Improvement Plan SIP)

To further develop a supportive school and classroom climate which fosters positive relationships and empowers all students to be independent, confident and resilient learners.

Intended Outcomes	Targets and Annual Targets	Key Improvement Strategies	Responsibility	Actions	Evidence	Notes	Status
That improved student behaviour and increased resilience will ensure a positive learning environment for every student.	Student Wellbeing index target will be 72.3	Develop and embed a consistent and agreed approach to the management of student behaviour.	Staff	Recommitment to: Once a term a staff meeting will be on behaviour management with an opportunity for staff to reflect	Insight SRC Data	Lead by Head of Student Wellbeing and supported by Executive	Actioned in 2017 Ongoing in 2018
			Leadership Martin Prior (Family School Partnerships / RP) Kids Matter Wellbeing team	Re commitment to continue in 2018 1 Hour of SEL per week in every classroom (Bounce Back program)	Student Surveys Data collection from Wellbeing leader e.g. yard duty folders and record of students Commitment that circle time be used weekly in every classroom	Lead by Head of Student Wellbeing and supported by Executive	Actioned in 2017 Ongoing in 2018

				<p>Modelling Feedback and coaching of the SEL program in 2018</p> <p>Recommitment to Making available ongoing PL on RP and behaviour management to assist with consistent implementation across the school.</p> <p>2018 Training of Kids Matter: Components 1 & 2.</p>	<p>Commitment that SEL is taught once a week in every classroom, using the Bounce Back Program</p> <p>At the start of each term, the school rules and class charter are revised in each classroom</p> <p>Continue ICan Network, Seasons</p> <p>Introduce Best Behaviour program</p>	<p>Lead by Head of Student Wellbeing</p> <p>Lead by Head of Student Wellbeing and supported by Executive</p> <p>Leader of Student Wellbeing to lead</p>	<p>New for 2018</p> <p>Actioned in 2017, but need to continue as new staff in 2018, will need to PL in RP</p> <p>Actioned in 2017, but need to continue to support a whole school consistent approach to student management</p>
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				<p>Recommitment of :Regular revisiting of the Behaviour Management Policy, School Protocols and School Rules (once a term at a staff meeting)</p>		<p>Leader of Student Wellbeing to lead</p>	<p>New for 2018</p>
				<p>100% commitment to class charters on termly basis</p>		<p>All teaching staff</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Introduction of Year 6 Peer Mediation Program</p>		<p>Paul Spence, TB, year 6 teachers and LD</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Increase the amount of Social Skills programs using The Seeing Red program.</p>		<p>Leader of Student Wellbeing to lead</p>	<p>New for 2018</p>

				<p>Commencement of Berry Street Training and Implementation</p>		<p>Leader of Student Wellbeing to lead assisted by Assistant Leader of Wellbeing Berry Street Facilitators to run training days</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>Continue the Year 1-6 ACER SEW Surveys twice a year</p>		<p>Leader of Student Wellbeing to lead</p>	<p>New for 2018</p>
				<p>Continue Theraplay Program</p>		<p>Facilitated and Lead by CT</p>	<p>Actioned in 2017 Ongoing in 2018</p>
				<p>To provide ongoing PL and support to staff to increase staff confidence to ensure 100% of classes will use Circle Time as</p>		<p>Leader of Student Wellbeing to lead</p>	<p>Actioned in 2017 Ongoing in 2018</p>

				<p>weekly tool by the end of 2018</p> <p>Revisit the Soft Start concept in the Junior school.</p> <p>Continue Introduce "Respectful Relationships Document" to compliment all SWB programs and policies</p> <p>Investigate an online Database collection system for daily First - Aid incidents including the number of visits made to First Aid room.</p>		<p>Lead by Executive supported by teachers</p> <p>Leader of Student Wellbeing to lead</p> <p>Executive to lead</p>	<p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>New for 2018</p>
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				Investigate an online Database collection system for monitoring daily student behaviour incidents	Executive to lead	New for 2018
				Investigate an online data base collection system for reports to government agencies (while maintaining all privacy requirements).	Executive to lead	New for 2018
				Investigate if the school can send a text message if a student is an unexplained absence.	Executive to lead	New for 2018
				Recommitment to the Season Program in 2018, Middles and Seniors and re-introducing the program to	Executive to lead	Actioned in 2017 Ongoing in 2018

				<p>the Junior classes.</p> <p>Recommitment to and an expansion of our school Transition Program</p>		<p>Lead by Leader of Transition supported by Executive</p>	<p>New for 2018</p>
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Leadership and Management

Goals (Articulated in the School Improvement Plan SIP)

To create a high performing professional school culture that promotes positive teamwork, inspires ongoing learning and engenders a commitment to continuous improvement.

Intended Outcomes	Targets and Annual Targets	Key Improvement Strategies	Responsibility	Actions	Evidence	Notes	Status
That staff engagement and learning will improve.	Organisational Climate Index will be 64	Further enhance teacher efficacy through shared vision, feedback, clear and effective communication and collegial practices that focus on collaboration and shared leadership. Ensure key leaders have a common and agreed vision which is shared,	Principal	Sharing the school vision statement.	Insight SRC Data	Lead by Principal and Executive	Actioned in 2017 Ongoing in 2018
			Executive Team		Staff Feedback Data		
			Staff	Recommitment to providing: Time and resources for PL re trust, collaborative teamwork, professional conversations and feedback Review the AAP every term	eam Documentation (e.g. charters, protocols)	Lead by Principal and Executive	Actioned in 2017 Ongoing in 2018
				Recommitment to implementing Student feedback – to be trialled in a year level		Lead by Principal and Executive	Actioned in 2017 Ongoing in 2018

		<p>known and valued by all members of the school community.</p>		<p>Continue to : Display AAP on school website and in front foyer</p> <p>Recommitment to : Development of staff team charters and protocols</p> <p>Update induction program for new staff</p> <p>Continue to implement the AITSL standards through an Annual Review Meeting Process</p> <p>Recommitment to expanding the coaching and mentoring programs</p>		<p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive</p>	<p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p>
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				<p>Continue to explore Group 8 Education re: Coaching and Mentoring</p>	<p>Lead by Principal and Executive</p>	<p>Initial conversations have begun Ongoing in 2018</p>
				<p>Redesign the Position of Leadership roles (POL2) program</p>	<p>Lead by Principal and Executive</p>	<p>New for 2018</p>
				<p>Create new position "Assistant Wellbeing Leader"</p>	<p>Lead by Principal and Executive</p>	<p>New for 2018</p>
				<p>To put into place structures to allow the Year 4,5 & 6 teams planning time for their year level camps.</p>	<p>Lead by Principal and Executive</p>	<p>New for 2018</p>
				<p>Recommitment to : All members of the leadership team have an increased presence in the classrooms</p>	<p>Lead by Principal and Executive</p>	<p>Actioned in 2017 Ongoing in 2018</p>

				Recommitment to provide: Clarity with classroom teacher role descriptions, linked to the AITSL standards		Lead by Principal and Executive	Actioned in 2017 Ongoing in 2018
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School Community

Goals (Articulated in the School Improvement Plan SIP)

To further strengthen St Patrick's as a community that is inclusive, engaging and mutually respectful.

Intended Outcomes	Targets and Annual Targets	Key Improvement Strategies	Responsibility	Actions	Evidence	Notes	Status
<p>That students' engagement, links and/or partnerships with the broader community will be enhanced.</p> <p>That engagement with the parent and wider community will improve.</p>	Community Engagement Index Target will be 71	<p>Further develop the use of contemporary tools to enhance communication and foster student learning through collaboration with the wider community</p> <p>Foster and promote the school as an outward facing school where parents are actively engaged in their</p>	<p>Parents</p> <p>Staff</p> <p>Len</p> <p>Family School Partnerships Leader</p> <p>School Board</p> <p>P and F</p> <p>Executive Team</p>	<p>Recommitment to : Educational Parent Forums e.g. reporting, homework, cyber safety</p> <p>Recommitment to : Learning Walks</p> <p>Promote : the school vision statement</p> <p>Promote and implement : A consistent invitation is sent to parents to</p>	<p>Insight SRC Data</p> <p>School collected data on parent involvement – sign in sheets at front office</p> <p>2017 events calendar</p> <p>Feedback form from forums and PL</p>	<p>Lead by Principal and Executive and supported by teachers</p> <p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive</p> <p>Lead by Principal and Executive and supported by teachers</p>	<p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p> <p>Actioned in 2017 Ongoing in 2018</p>

		children's learning		<p>invite them to support in the classroom.</p> <p>To introduce a new volunteer induction process.</p> <p>Implement a consistent process for families to engage with their students learning.</p> <p>Term overviews, timetables to be uploaded to schools Website by 2nd week of each term</p> <p>Recommitment to :Providing opportunities for parents to understand RP, Behaviour Management</p>		<p>Lead by Principal and Executive and supported by teachers</p> <p>Lead by Principal and Executive and supported by teachers</p> <p>Lead by Principal and Executive and supported by teachers</p> <p>Lead by Principal and Executive and supported by teachers</p>	<p>New for 2018</p> <p>New for 2018</p> <p>New for 2018</p> <p>Actioned in 2017 Ongoing in 2018</p>
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				<p>Provide and support opportunities for parent education: eg Adult Art Therapy: Adult French classes</p>		<p>Lead by Principal and Executive and supported by teachers</p>	<p>New for 2018</p>
				<p>FSP Leader and team to meet regularly each term and to communicate with families on a regular basis.</p>		<p>Lead by FSP leader and Team supported by principal, Executive and teachers</p>	<p>New for 2018</p>
				<p>Promote the FSP Action Plan amongst the school community</p>		<p>Lead by FSP leader and Team supported by principal, Executive and teachers</p>	<p>New for 2018</p>