

**St
Francis
School
Lockleys**

**Annual
Report**

2024

St Francis School
2024 SCHOOL REPORTS
FOR AGM
WEDNESDAY 19th March 2025
6.30pm

CONTENTS

1. Agenda
2. Prayer and Acknowledgement of Country
3. Minutes of last year's meeting
4. Chair Report
5. School Report
6. APRIM Report
7. Finance Report
8. Parents & Friends Report
9. Parents & Friends Treasurer's Report
10. OSHC Report
11. WHS Report

1.

ST FRANCIS SCHOOL LOCKLEYS

AGM AGENDA

WEDNESDAY 19th MARCH 2025

6.30pm

1. Welcome & Chair – Fr Michael Trainor

2. Prayer

3. Minutes of previous meeting
Moving of minutes

4. Business Arising

5. Reports

Chair
School
Treasurers
Parents & Friends
OSHC

6. Correspondence

7. Elections

2.



ST FRANCIS SCHOOL

ANNUAL GENERAL MEETING

WEDNESDAY MARCH 19th 2025

Lord, we gather, we gather with hope, enthusiasm and questions.

We gather with knowledge that we are carriers of a vision, carriers of a dream.

We are carriers of Jesus' dream, that all are loved and accepted as persons of immeasurable value.

We believe we are bearers of life, entrusted with the responsibility and privilege of carrying a new vision for the families in our care.

God of creation, God of dreams,
Our prayer is that we stay close to you as our source of life, love and dreaming of what is possible.

Be with us on our continued journey.

We ask this in Jesus' name.

Amen.

ST FRANCIS SCHOOL

ANNUAL GENERAL MEETING

WEDNESDAY MARCH 19th 2025

3.

Minutes of the St Francis School Board

Annual General Meeting for 2023

Held on Wednesday 13th March 2024

Present: P Schultz, Fr Michael Trainor, Nives Kresevic, Angela DeNadai, Corinne McKenzie, Paul Gobell, Leonora Radosav, Leon Radosav, Sarah Hall, Jamie Andrews, Sarah McCabe, Tom Atyeo, Helena Condessa, Penny Fisher, Nathan Warburton, Mary Carmody

Apologies: Terri Sparrow, Jennifer Dullens

1. Welcome & Chair:

Fr Michael welcomed everyone.

2. Prayer-Led by Fr Michael. Phil read the Kaurua Welcome

3. Minutes of previous meeting:

Accepted- Paul 2nd Helena Carried

4. Business arising from minutes:

N.T.T.

5. Reports:

Chair Tom Atyeo

As tabled including these items:

Acknowledgement of:

- Staff, parish, families
- Development of school through building project
- Returning to new community post-COVID
- Policy development
- Farewell and thanks to leaving staff
- High quality teaching and learning and learning infrastructures
- Strong new enrolments in Reception
- Financial management
- P&F works throughout 2023, in particular Terri and Sarah
- The Board's stewardship throughout 2023.

Accepted- Mary 2nd Paul Carried

Principal's Report Phil Schultz
As tabled including these items

- 2023 was a 'Year of Building'. Stage 1 & 1A encompass the new build and all associated with it. Our thanks to families for their patience and forbearance. We are excited about the opening of our new and contemporary facilities and resources.
- The learning and wellbeing team- we acknowledge their leadership, vision and work in leading the rest of the staff in profound change. We are data rich and are able to target growth and intervention.
- Our thanks to our APRIM, Angela DeNadai for her work in building a strong and tangible Catholic Identity and for seeking opportunities for relationship and connectedness with the parish.
- Our Yr 7 cohort left us in 2018 and since that time, St Francis has experienced a strong rebound in enrolments. We have 37 new Receptions starting mid-year. This number will continue to grow into 2025.
- Terri and Sarah drove community initiatives which enabled us to come together again. Continuing to encourage community involvement is a goal for 2024.
- Acknowledgement of the staff who retired or finished their time at St Francis and to all who are new to our school.
- We thank Fr Michael, Mary and the Parish team.
- NAPLAN results included. They can't be compared to previous years as they are now reported using 4 proficiency levels. Our focus continues to be on good teaching and learning.
- Survey data included

APRIM's Report Angela DeNadai

- Highlight for 2023 was working with the Parish team and families in the re-visioned Sacramental Program
- Michael highlighted the document 'Being Church Together'. Parish and school have been unpacking this document together and he acknowledged the work that the parish and school have been doing to deepen their relationship. Michael thanked Angela and Phil for the work they continue to do in this space.

Accepted- Tom 2nd Mary Carried

Finance Report
As Tabled including these items:

- Paper presented is draft. Financials prepared for audit
- St Francis in a strong financial position with a surplus rather than budgeted loss.
- Worth noting the large surplus for OSHC. Over 35% increase for attendance numbers in both before and after school care.
- Bank balance at 31/12/23- \$3,007,907
- This sum will allow us to start planning the next stage of school development.
- Term 3 intake will continue to be fee-free and this will likely continue in the near future.

Accepted- Helena 2nd Tom Carried

Parents and Friends

As Tabled including these items:

- The year had a lot of fun activities
- Phil acknowledged all families who contributed to the success of events and the monies raised.
- Terri was the chairperson, but this year sub-committees took up leadership with various initiatives.

Accepted- Tom 2nd Penny Carried

OSHC

Alexandra Curtis

As Tabled including these items

- Alexandra Curtis began in April 2023 and made a strong contribution to the service.
- Increased demand and increased financials
- Alexandra managed the major undertaking in implementing our new Vacation Care service in 2023.
- We are currently in the process of increasing our allowable student capacity from 60 to 90.
- Late in 2023, we welcomed a new assistant director and additional staff.
- The service is preparing for a quality assurance audit in 2024 so our thoughts and prayers are with the staff as they prepare for this.
- We thank the OSHC advisory committee for their support and for informing the Board each meeting.

Accepted- Tom 2nd Sarah Carried

WHS Sarah Ryan
As Tabled including these items

- We welcomed Sarah Ryan to our staff in the role of WHS Officer
- Sarah has enhanced the quality of our reporting and oversight in this area.

Correspondence:

N.T.T.

Elections:

The community was given the opportunity to vote as were all present at the meeting. Our thanks to Mandy Faulks (Principal's PA) for her work as Returning Officer.

Leaving member not seeking re-election, Penny Bamford, acknowledged for her contributions to the School Board.

3 Positions vacant. Votes tallied for the 5 nominees:

Tom Atyeo, Sarah McCabe, Sarah Hall, Maria Ross and Nathan Warburton.

Congratulations: Sarah Hall and Maria Ross elected to the School Board and Tom Atyeo has been re-elected. All will begin 2-year terms.

Phil sincerely thanked Sarah McCabe and Nathan Warburton for offering their services to the Board.

Election of Board offices will be undertaken at the next meeting.

Phil thanked Fr Michael and the School Board for their continued commitment to the school. He thanked the dedicated staff for their continued efforts towards improved learning for all students, and the families for their support of the school and the staff.

Fr Michael closed the meeting with a moment of quiet reflection and prayer.

Meeting ended: 7.30pm

4.

Chair Report 2024

Unavailable at time of printing

Tom Atyeo

Chair St Francis School Board

**St
Francis
School
Lockleys
Annual
Report**

2024

School Report 2024

St. Francis School continues to be a vibrant, cohesive school community which offers an outstanding curriculum and co-curricular program, a welcoming and inclusive community of Faith, Peace and Wisdom, and a staff who are deeply committed to their vocation as educators. It has been a pleasure and a privilege to be the Principal at St Francis.

The 2024 school year was a year of significant growth and development in many key areas. Absenteeism continued to be of major concern, with a combination of cautiousness around illness and a significant number of family holidays being taken during school time, that impacted on both the learning and wellbeing of students across the school community. From a community perspective, we were able to engage much more in communal gathering activity, and slowly, families began to reconnect in positive ways.

The impact of the covid-19 Pandemic had dissipated significantly and in this more 'normal' environment, the challenges of staying connected with our parent community became more about encouraging families to **reconnect**, and while there were more opportunities in 2024 to create a stronger and more cohesive sense of community, this reconnection has taken time. One of the most significant lingering impacts was the high degree of absenteeism, and the associated impact on student learning and well-being. Overall this was a worrying trend and one we will need to closely monitor.

CESA continues to implement the Strategy for Leading Catholic Education to New Levels of Excellence, and during 2024, Director Dr Neil McGoran and the CESA team continued implementing their vision for our system - articulated through the 'Living, Learning, Leading' framework. Our Mission as Catholic Education is "Thriving People, Capable Learners and leaders for a World God desires." There were a number of significant pieces of work that continued apace during 2024, including a review of "The Balanced Scorecard" and the development of a more user friendly platform for schools and our system to monitor school performance in a number of key areas, including Identity, Learning and Wellbeing, Community and Resourcing, with the overall target of being the best education system in Australia. Three significant pieces of work continued during the 2024 school year that further inform and embed the vision. These included the finalisation of the students with disability review, and the implementation of the outcomes of the review through the creation of 'CILAH', and the continued implementation of the student wellbeing survey called the "Classroom Pulse Check in." The SWD review and actions seek to ensure that catholic schools in SA are places of inclusion and the needs of all learners are prioritised. The pulse check provides us with the opportunity to ensure that learning with our students is co-constructed, and that students sense of belonging and safety, as well as their perceptions of learning, are sought and valued. Teachers regularly reflect on the pulse check results and then follow up with their students to ensure we are doing everything we can to create a safe and inclusive environment.

As part of the Blueprint for step change, schools focus on learning improvement through the implementation of 'Quality Performance Teams'. With the system focus on Clarity completed QPT in 2024- consisting of Nives Kresevic, Angela DeNadai, Sarah Battistella as Literacy leader of learning, Corinne McKenzie and

Cheryl Milde as Numeracy Leaders of learning-had as its focus the continued implementation of pedagogical practices associated with the Science of learning.

The SEQTA suite continued to be a focus for all schools, with staff at St Francis continuing to deliver reporting via SEQTA. Additionally, teachers are increasingly using the platform to develop and implement formative assessment strategies, guided by the CESA Performance Standards.

As a school community, our Strategic and Annual Improvement Plans continue to be guided and informed by these system directives. 2024 saw the completion of the first 3 year cycle of a Strategic plan (2022-2024) with 2025 to see the development of the next iteration of the plan, working with strategic partners, Tatu.

Religious Domain

During 2024, St. Francis continued to bring our vision, and the mission of the church to life, through our ongoing liturgical celebrations, and our participation in the Christ the King parish. This allowed us to articulate a clear vision evident of our Catholic Traditions through connections to the Gospel. It has been an ongoing priority to animate a strong relationship with Fr Michael Trainor and the Lockleys PPC. Our APRIM Ms Angela DeNadai has worked purposefully in the development of a strong sense of Catholic identity and continued to bring a freshness and a strong spirit of partnership, and well as enthusiasm and strong relational skills to both the school and parish leadership teams . In 2024, 4 dedicated meetings were held between school and parish leadership teams, with a focus on the 'Being Church Together" Arch Diocesan plan. These meeting provided a space for sharing of stories and looking for ways to animate both school and parish life.

We continued to have a strong representation of families wishing to undertake the Sacrament Program in the Adelaide Archdiocese with a large number of eligible children enrolled. The Sacramental program was efficiently managed by APRIM in partnership with class teachers and parish representatives. In all, over 40 children received the Sacraments of Initiation during the 2024 school year. During the program, a strong spirit of partnership was witnessed between school and parish, laying the foundations for the continued evolution of the Sacramental program in 2025.

Our mission of identifying need and responding in our local and global context was evident in our support of the following charities:

- Caritas
- Various Catholic charities, through our Social Justice week initiatives
- St Vincent De Paul

A tangible expression of our commitment to an Ecological Conversion during 2024 was our continuing Vision for Ecological Conversion. As a result of this vision being embedded, a number of significant actions have continued to flourish, including:

- A continued focus on appropriate disposal of waste, through our use of directed bins
- continued awareness raising with children and families regarding soft plastics, which included encouragement to go 'nude' when packing lunch boxes.

- A commitment to recycling soft plastics, food and other recyclables – and ensuring that all waste is effectively 'binned' across the school
- Continued development of our 'eco-warriors' student leadership team.

During 2024, the staff engaged in an intentional reconnection with our Franciscan heritage and spirituality, and this was evident in many ways, including staff prayer, liturgies, Religious education lessons and a staff retreat and reflection day run by Franciscan Schools Australia.

As a **school community**, our continued goals are to:

1. Explore opportunities to further develop this highly valued partnership.
2. Be animated by our Catholic faith and tradition to bring life and culture together in meaningful ways.
3. Work together with the Christ the King leadership in strengthening Parish-Home-School partnership through the celebration, expression and witness of our Catholic Identity.
4. Forge strong strategic and operational initiatives which develop opportunities to further our priorities which explore, unpack and address learning opportunities for children, staff and school leaders.

Learning and wellbeing

St Francis has a strong and clearly articulated understanding of effective, evidence informed practices, and an embedded school wide process-eg learner qualities, cycle of inquiry, collaborative planning, shared teaching spaces, commitment to the development of student agency, etc.

During 2024 there was a continued focus on the school's learning vision towards CESA's school improvement agenda. It is a foundational premise in the community that in order to learn successfully, all students must have a strong sense of well-being and that every student can learn and make progress, and that student learning and wellbeing is everyone's business. During 2024, 'Partners in Practice' wellbeing initiative continued to evolve, with the work of Ms Gaby Barendregt prominent at a tier 2 and 3 level. Additionally our wellbeing curriculum, 'Grow Your Mind' continued to be embedded in our curriculum and whole school practices. During the year, St Francis was involved in the first of a 2 year implementation plan of 'PBIS' or Positive behaviour interventions and supports. This internationally renowned program was sponsored by CESA and a team of 7 staff and leadership formed our PBIS team. During the year, we attended professional learning, trained staff on the premise and implementation of PBIS and developed a behaviour matrix for our school.

During 2024, we continued a **deep dive** into the data and evidence already in place, and what we could gather to reflect upon what the impact has been on student learning and wellbeing, of the current learning vision – ie **to what extent does the learning vision lead to school wide measurable learning improvement for children?** We asked ourselves the question: How are we measuring progress? How can we **put FACES on the data** currently collected, in order to inform our teaching and learning practices?

Our teaching staff have an ongoing commitment to ongoing monitoring of students learning and using data effectively through School Goals, NAPLAN, RELaT, EYA Numeracy & Literacy, PAT M and PAT R diagnostic testing. This diagnostic data allows us to make informed decisions about student learning goals.

In order to strengthen and build upon a strongly articulated vision for learning, the key tenets of visible learning have begun to be implemented-through staff PD and through system engagement in the Clarity Learning Suite. Specifically, we are focussing on encouraging teachers to evaluate the impact of their *teaching on student learning*. In doing so we look to **nuance the notion of reflective, creative, connected and engaged learners by focusing on the development of assessment capable visible learners who know what they are learning, why they are learning it and what to do when they don't know what to do**. This is a sharpening of the inquiry cycle so that **evaluating progress becomes central to the process**.

The CESA Blueprint for step change provides the roadmap to move from good to great. We continued to build upon the strengths of the **quality performance team** of 'knowledgeable others' who drive the learning agenda while implementing our system vision. All of the actions of the QPT bring **clarity to our school improvement agenda**, and inform the **micro actions** we take on a daily, weekly and termly basis that will bring about **macro changes** in the already strong quality of the learning program.

As a QPT, we are committed to an **instructional focus**-working alongside teachers, monitoring and modelling effective and expected practice, looking for evidence that those practices most benefit student learning, working to put FACES on the data we collect, then take action to make a difference for all students, and promoting effective professional learning communities.

In terms of curriculum resourcing a number of **prudent financial decisions** that lead directly to improved student outcomes have been a focus-including:

- Ongoing commitment to the Science of Reading, through ongoing PD for staff, purchase of appropriate resource materials and employing a Literacy specialist and a Literacy *intervention* specialist.
- Increasing expenditure in ICT to move the school towards 1:1 devices. During 2024, all students from year 3-6 benefitted from 1:1 Apple devices, and in 2025, we will continue to upgrade devices in R-2.

A major curriculum initiative during 2024 was the continued implementation of a 'Science of Reading' focus to our classroom practice. This involved considerable professional learning for our staff, adjustments to timetabling, considerable expenditure on resources and PD, and most importantly, alignment of practice across all year levels. The depthed implementation of 'Playberry Laser' Phonology has enabled this strong alignment of practice. We have continued to collect a range of datasets, including DIBELS and PAST/PASM to reflect on our practice and make more informed decisions. As part of this data analysis, we refined our evidence and engagement schedule and continued to implement our 'LAPS' digital data wall to better enable us to track student learning. We began to implement 'The Writing revolution' to ensure our students were able to effectively write and comprehend successfully.

Playberry Tier 3 intervention program has been an important way to address the learning needs of students with Dyslexia as well as those who had been 'instructional casualties'. Sarah Battistella has continued to work strategically to implement the program and to build capacity in our wider staff team to effectively lead literacy improvement. A number of our Education Support Officers are now trained to deliver the tier 3 program, meaning we can target an ever larger number of students requiring tier 3 support.

During 2024, under the leadership of numeracy key teachers Corinne McKenzie and Cheryl Milde we continued a deep dive into our numeracy data, to better understand our learners and to develop alignment of practice in numeracy pedagogy. To this end, a Numeracy daily review was implemented across all year levels and we aligned our curriculum through the use of resources from 'Learning by Doing' and OCHRE. Numerous staff meetings were set aside for professional growth and development in this space. As with Literacy, a data collection suite was developed, and an engagement schedule for numeracy embedded. In 2024, we introduced 'Bond Blocks' numeracy intervention at tier 1-3 to develop maths fluency and to better support our students acquisition of basic number facts and to remediate where appropriate.

During 2024, our specialist teaching team continued to deliver high quality learning programs in PE, Music, Science and LOTE (Italian). Each of these specialist classes brings an enrichment of the learning process, and an opportunity for our students to further grow in their learning. My sincere thanks to James Goldy, Maria Silvestri, Olivia Bozzon, Ros Stevens and Connie Lopresti for their continued excellence in their fields.

A natural extension of the PE program is the SACPSSA and SAPSASA carnivals, and inter-school competitions our students take part in. A very significant number of students had the opportunity to take part in one or more sporting activities last year, and I sincerely thank James Daley for his fantastic coordination and leading of these events, alongside James Goldy, and many parents who assist in delivering these events. Our annual Sports carnival was a huge success once again, and a feature was the involvement of our P&F in the catering for families and for children which was very much appreciated.

Our music and Arts program also continued apace during 2024, with major activities including another successful participation in the annual Catholic Schools Music Festival. During the year, our two school bands competed in the Nazareth 'Battle of the Bands' and we were once again very successful, having individual band members recognised for their performance. This success is off the back of a highly successful Instrumental program which features over 150 students learning instruments. We held successful celebrations of instrumental students during the year. A real highlight of the school year once again was our performance in Wakakirri- a national interpretive dance spectacular. Emma Gill and Olivia Bozzon led a troupe of students across years 5-6 in presenting an interpretive piece that captured the essence of the challenges facing young people and their engagement with peers. Our performance was rated very highly by the judges!

Our annual Christmas concert was able to be held this year, and families came out in force to join in the celebrations of the children's performances.

Andrea Edwards oversees our Indigenous Education program, and in partnership with the CESA Indigenous Education team, we continued our engagement with Kurna leader Karl Telfer as we implemented our Reconciliation Action Plan.

School camps were once again held at Finniss (year 6) Strathalbyn (year 5) and Aldinga (year 4) and provided our students with opportunities for learning and socialising beyond the classroom and away from home. In 2024 we added an overnight camp to AFL Max for our year 3 students, which very well received.

Enrolment

St Francis has maintained strong enrolment over many years, with enrolment at term 4 2024 sitting at 486 students. A commitment to stronger engagement in the period prior to school commencing, through a long transition to school program, has seen significant future interest, and the need to consider enrolment capacity moving forward. Looking ahead to 2025, we will have a strong reception enrolment for the beginning of the year, and a positive mid-year enrolment.

Reception	46
Term 3 Reception	38
Year 1	72
Year 2	63
Year 3	60
Year 4	75
Year 5	73
Year 6	59
TOTAL	486

Master Planning and capital development.

The stage one building project was completed in March of 2024, and this new facility has added significantly to the school's capacity to provide contemporary learning environments conducive to high quality teaching and learning, and student well-being. The old transportable buildings were relocated to other sites, and the area remediated to increase our outdoor oval footprint. The opening of the new building was a welcome relief and provided a sense of joy, to staff, children and families, who had to contend with less than optimal facilities throughout the build.

Late in term 4, we commenced the renovation of existing year 4, 5 and 6 classroom spaces, to make them more fit for purpose, and we expect these facilities to be ready for the commencement of the 2025 school year.

Community engagement

During 2024 we were able to gather and celebrate the many gifts of our school community, with events that included Mother's Day, a whole school disco, revamped Father's Day breakfast, Sport's Day, Year 6 graduation, an Arts exhibition and our end of year community concert. Each of these occasions brought joy and a sense of community spirit that has been so lacking during periods of restriction. In addition to these events, our wonderful P&F continued to provide special lunch days for the students. A highlight of P&F activity in 2024 was our annual Colour Run which was a huge success and we are very much looking forward to the continuing tradition in 2025. The introduction of the Arts Exhibition in 2024 was a great way to celebrate the gifts of the students in the Visual Arts and to highlight to new building.

Staff

I would like to acknowledge and sincerely thank all of the staff-teaching and administration-for their hard work, passion, professionalism and expertise. St Francis is a truly collaborative community and is has been a delight to work with such a cohesive and supportive team. I would particularly like to thank Ms Nives Kresevic for her work alongside me as Deputy Principal. Nives is a highly

capable leader and a committed and supportive member of the community. I am very much looking forward to our continued partnership in the years to come. During 2024, Mrs Angela DeNadai really established herself in the St Francis community as APRIM. Angela is a very experienced and highly capable leader and has brought an energy and freshness both to work around our Catholic identity and in the school community in general. I have very much valued her wise counsel during leadership team meetings! The school's Quality Performance Team provided outstanding curriculum leadership throughout the year and can take great pride in the direction the school is heading.

At the conclusion of the 2024 school year, a number of staff departed, or joined St Francis School. Ms Fiona MacDonald left to take up a position at St Joseph's Tranmere and we thank Fiona for her service to the school community. Miss Elysse Marino will join us from St Joseph's Hectorville during 2025. Additionally, Mr Flynn Hayes and Miss Deeanna Cavuoto will join our ESO team.

I would like to acknowledge and thank our School Board, under the Leadership of Mr Tom Atyeo, and our P&F under the leadership of Ms Terri Sparrow. Their overall support in the good governance of our school community is highly valued.

As the school of the parish of Christ the King Parish, Lockleys, the school-parish partnership is vital in living the mission of the church. I sincerely thank Fr Michael Trainor, our parish priest, whose support of me and of the staff and ongoing leadership of the school and parish are greatly appreciated. Michael's commitment to always joining our staff for Thursday prayer is a visible sign of his support. My thanks also to the Parish Pastoral Council under the leadership of Ms Vicki Stokes, and Pastoral Associate Ms Joan Walsh. As a school community we look forward with hope and positivity of strengthening and animating our partnership.

Enrolments 2024

Year	Rec	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Boys	53	35	31	22	33	34	29	237
Girls	31	37	32	38	42	39	30	249
Total	84	72	63	60	75	73	59	486
Indigenous	5	2				1		8

Staff Information – 2024

	FULL TIME	PART TIME
MALE TEACHING	2	1
FEMALE TEACHING	16	13
MALE NON-TEACHING	0	6
FEMALE NON-TEACHING	0	12
INDIGENOUS	0	1

Staff qualifications – 2024

MASTERS DEGREE	7
GRADUATE DIPLOMA	1
GRADUATE CERTIFICATE	14
BACHELOR DEGREE	43
DIPLOMA	13
CERTIFICATE IV	8
CERTIFICATE 111	7

Master of Educational Leadership	2
Master Catholic Education	2
Master Education	1
Master of Social Science	1
Master Student Wellbeing	1
Graduate Diploma Loss Grief and Trauma Counsel	1

Graduate Certificate Catholic Education	3
Graduate Certificate Religious Education	7
Graduate Certificate Education	2
Graduate Certificate Assessment of Student Learning	1
Bachelor Degree Applied Science	2
Bachelor Arts Degree	4
Bachelor of Early Childhood Education	3
Bachelor of Early Childhood/Primary	1
Bachelor of Junior Primary/Primary	1
Bachelor Primary	2
Bachelor of Education	22
Bachelor Business	1

Bachelor Special Education	2
Bachelor Teaching	4
Bachelor Music	1
Diploma Early Childhood Education & Care	1
Diploma Leadership & Management	1
Diploma Marketing	1
Diploma Nursing	1
Diploma OSHC	1
Diploma Teaching	9
Certificate IV Accounting	1
Certificate IV Administration	1
Certificate IV Bookkeeping	1
Certificate IV Business Administration	1
Certificate IV Education Support	2
Certificate IV Library and Information Services	1
Certificate IV W.H.S.	1
Certificate III Accounts Administration	1
Certificate III Aged Care	1
Certificate III in Education Support	1
Certificate III in Children's Services	2
Certificate III Sport & Recreation	2

Destination of Year 6 Students – 2024

St Michaels College	41
Nazareth College	9
Henley High School	6
Unknown	2
Wilderness	1

Attendance Year: 2024

Term 1 : 29/01/2024 To 12/04/2024

Term 2 : 29/05/2024 To 05/07/2024

Term 3 : 22/07/2024 To 27/09/2024

Term 4 : 14/10/2024 To 13/12/2024

Term	1			2			3			4			Total
Year Level	F	M	Total	F	M	Total	F	M	Total	F	M	Total	
Reception	95.0%	94.7%	94.8%	91.3%	90.5%	90.8%	91.5%	90.0%	90.5%	87.1%	93.5%	91.2%	91.6%
Year 1	92.1%	92.6%	92.4%	92.9%	94.4%	93.7%	92.2%	92.1%	92.2%	91.4%	92.8%	92.1%	92.6%
Year 2	92.6%	95.3%	93.9%	91.9%	92.9%	92.4%	91.2%	90.7%	90.9%	92.7%	89.7%	91.2%	92.2%
Year 3	91.2%	94.1%	92.4%	91.6%	92.9%	92.1%	92.7%	91.1%	92.1%	91.2%	88.9%	90.4%	91.8%
Year 4	94.2%	92.4%	93.4%	92.0%	88.1%	90.2%	92.1%	86.7%	89.7%	91.6%	88.1%	90.1%	90.9%
Year 5	92.7%	93.0%	92.8%	91.3%	91.9%	91.6%	88.2%	86.3%	87.3%	87.9%	85.7%	86.9%	89.7%
Year 6	92.1%	91.1%	91.6%	91.3%	89.1%	90.2%	88.7%	88.0%	88.4%	87.9%	86.5%	87.2%	89.4%
Total	92.7%	93.2%	93.0%	91.8%	91.4%	91.6%	91.0%	89.3%	90.2%	90.1%	89.8%	89.9%	91.2%

Dealing with Non -Attendance of Students

- Parent rings and tells us of the absence.
- The absent list is created in SEQTA at 9.30am, parents are messaged immediately.
- We ask that parents to ring in before 9.30am with the absentee information.
- We ask that the teacher have their absentee list completed by 9.15am.
- For pre-planned absences of 3 days or more, parents complete a leave of absence form informing the school of the reason and the length of the absence.
- Unsatisfactory reasons for absences are referred to the Principal via the teacher. The Principal will contact the family.
- If non-attendance persists, the principal contacts the Schools Performance Leader and additional strategies will be employed which may include attendance officers in extreme cases.

NAPLAN 2024

Student achievement in NAPLAN is reported using proficiency standards for each assessment area at each year level. The standards are set at a challenging but reasonable expectation of what students know and can do at the time of testing. There are 4 proficiency levels:

- **Exceeding:** the student's result exceeds expectations at the time of testing.
- **Strong:** the student's result meets challenging but reasonable expectations at the time of testing.
- **Developing:** the student's result indicates that they are working towards expectations at the time of testing.
- **Needs additional support:** the student's result indicates that they are not achieving the learning outcomes that are expected at the time of testing. They are likely to need additional support to progress satisfactorily.

Year 3	Student Participation	2023 Proficiency Levels	2024 Proficiency Levels	Mean Score 2023	Mean Score 2024
READING	57	STRONG	STRONG	421.6	434.3
WRITING	57	STRONG	STRONG	441.7	433.8
SPELLING	57	STRONG	STRONG	425.6	410.8
GRAMMAR + PUNCTUATION	57	STRONG	STRONG	431.6	422.8
NUMERACY	56	STRONG	STRONG	411.3	421

Year 5	Student Participation	2023 Proficiency Levels	2024 Proficiency Levels	Mean Score 2023	Mean Score 2024
READING	72	STRONG	STRONG	512.9	491.9
WRITING	73	STRONG	STRONG	478.7	497.9
SPELLING	73	STRONG	STRONG	487.3	497.4
GRAMMAR + PUNCTUATION	73	STRONG	STRONG	509.6	502.1
NUMERACY	73	STRONG	STRONG	490.4	490.1

Parent Survey

Community Spirit

97% of parents believe that St Francis School provides opportunities for students to grow spiritually and develop their faith.

93% of parents believe that St Francis School provides a safe and nurturing environment for children.

95% of parents believe that they can talk to their child's teachers about their concerns.

93% of parents believe that Staff members at St Francis School build strong and effective relationships with students.

93% of parents believe that a community spirit is felt when coming into St Francis School. My child likes being at school.

94% of parents believe that St Francis School works with them to support their child's learning.

Academic opportunities

96% of parents believe that teachers at St Francis School expect their child to do his or her best.

94% of parents believe that St Francis School provides an inclusive, engaging curriculum that allows students to develop academically.

87% of parents believe that their child is provided with useful feedback about his or her school work.

85% of parents believe that St Francis School provides opportunities for students with special needs.

97% of parents believe that St Francis School provides opportunities for students to use Information Communication Technologies (ICT) creatively.

91% of parents believe that St Francis School provides policies and procedures to enhance and develop the wellbeing of students.

94% of parents believe that students at St Francis School have opportunities to engage in the Arts in a variety of ways.

94% of parents believe that St Francis School provides opportunities for students to be involved in a range sporting activities.

100% of parents believe that the school is well maintained.

Staff Survey

Staff

100% of staff believe that St Francis School provides me with the opportunity to work in a faith filled environment.

89% of staff believe that St Francis School provides me with a safe and supportive place of employment.

94% of staff believe that St Francis School has a clearly defined vision and school wide pedagogy which supports the teaching and learning of students and helps me focus my teaching.

89% of staff believe that St Francis School handles disputes in a reasonable way respecting the needs of all.

89% of staff believe that St Francis School provides opportunity for me to be involved in relevant professional development.

89% of staff believe that St Francis School gives me opportunities to express my concerns about my work in a professional manner.

94% of staff believe that St Francis School has provided me with the necessary resources to be able to teach.

94% of staff believe that St Francis School provides me opportunities to work in teams and to plan collaboratively.

94% of staff believe that St Francis School values and appreciates my contribution to the life and learning of the community.

6.

APRIM REPORT 2024

Faith in Action & Outreach Programs

Masses and Liturgies: Each Wednesday, students joined parishioners for mass, participating in the Church's rich tradition of formal and informal prayer. Through these experiences, students witnessed the Church's signs, symbols, and rituals, celebrating the life, death, and resurrection of Jesus, who remains present in our community.

Our community celebrated the feast of St. Francis with a school-wide Mass on Friday, September 13th. Following the mass, students engaged in various feast day activities. Although the official feast day of St. Francis of Assisi was on October 4th, which fell during the school holidays, we were delighted to commemorate it together beforehand.

Shrove Tuesday: The Parents and Friends and Parish volunteers collaborated to cook over 500 pancakes for the students. Parents generously donated over \$1,000 to support Shrove Tuesday.

Ash Wednesday: The whole school, along with parishioners, celebrated the Ash Wednesday Liturgy of the Word.

St. Francis supported several **charities** throughout the year, including Project Compassion, the Winter Appeal for clothing the homeless, and the Christmas Hamper Appeal. Year 4 students prepared healthy snacks for the Men's Homeless Shelter in Whitmore Square. As part of the Winter Appeal, Year 3 and 4 students made blankets and donated them to St. Vinnies. Additionally, students organized a cereal box challenge, with the collected cereal donated to organizations like Puddle Jumpers and Oz Harvest, which support underprivileged and at-risk individuals.

Made In The Image of God (MITIOG) Human Sexuality Curriculum

A draft MITIOG scope and sequence was established to support staff in planning for the program. Mrs. Rebecca Dametto undertook training for the Key Teacher role. The program continues to support parents as the primary educators in human sexuality, ensuring that parent partnerships are highly valued and continually strengthened.

Sacraments

Forty-two candidates from St. Francis and surrounding state schools received the sacraments of Reconciliation, Confirmation, and First Communion at Christ the King Church. We extend our gratitude to Fr. Michael Trainor and the Parish team.

ReLAT (Religious Education Literacy Assessment Tool)

Year 4 students participated in the ReLAT assessment in Term 3. This online assessment, developed by the Catholic Education Office, is similar in format to NAPLAN. Approximately 71 Year 4 students participated, scoring over 11.9% above the state average, representing a 7.5% growth compared to 2023.

Staff Formation and Wellbeing

The theme for our 2024 Staff Reflection Day was "His Name was Francis," focusing on our Franciscan family story. We were privileged to have Alison Stone, Animator of Franciscan Schools Australia, and Josie Minorchio, a passionate advocate for Franciscan Spirituality, lead the day. They guided us through the origins of the Franciscan tradition, allowing us to explore the Franciscan charism deeply. The day was filled with engaging activities, enriching discussions, and profound reflections.

A couple of staff members enrolled in the Graduate Certificate in Catholic Education in 2024.

Religious Education Collaborative Project

In 2024, Marissa Fernandez (Year 4 teacher) and I contributed to a sector-wide initiative exploring assessment and moderation practices in Religious Education. Our contributions will be published to support school leaders, teachers, and students in Catholic schools.

Regular meetings were held with Fr. Michael to explore the document "Being Church Together" and enhance staff and parish team formation.

Wellbeing

Grow Your Mind Parent Session: On Tuesday, June 18th, Courtney Quigley presented a Grow Your Mind information session for parents, emphasising ways to support children's learning and well-being through the neuroscience-based program.

Strength Switch Parent Course: St. Francis hosted a Parent Strength Switch course led by Courtney Quigley. This three-session course equipped parents with evidence-based strategies for strength-based parenting, helping children understand their strengths and navigate life's challenges effectively.

Kids in the Kitchen: Gina Mittiga (ESO) ran a successful cooking program with a small group of students, enhancing their social and life skills. The students were enthusiastic about attending the classes, and we look forward to continuing this initiative in 2025.

Drumbeat: Led by David Hilliard, this successful program supported students in improving their mental well-being, communication, and teamwork skills.

PBIS (Positive Behavioural Intervention Strategies)

The PBIS team continued to meet, attend professional development, and lead staff meetings throughout the year. The school implemented a behavioural

framework to complement the Grow Your Mind program. The team developed procedures which were adopted school-wide to reinforce positive student behaviour. PBIS is a problem-solving framework that systematically implements evidence-based practices, providing a multi-tiered continuum of support to increase students' academic, emotional, and social success.

Lunch Club

As part of the PIP project and under the guidance of Gaby Barendregt, Lunch Club was established to support students with social and emotional needs during playtime. The Lunch Club proved to be a successful initiative, providing support for students during lunch times.

Fr. Michael's 50th Anniversary of Ordination as a Priest

The staff celebrated Fr. Michael's 50th anniversary of ordination with a morning tea on Wednesday, August 21st. Students presented him with a book of congratulatory messages, poems, prayers, and well-wishes.

Farewell Joan Walsh

In 2024, we bid farewell to Joan Walsh, our Parish Pastoral Associate, as she retired from her duties at Christ the King Parish. Joan provided invaluable support to many families within our school community through the sacramental program.

I thank God for the many blessings we received throughout 2024 and for the support and guidance of Fr. Michael Trainor (PP) and the Parish Team. I also extend my gratitude to Mr. Phil Schultz, Ms. Nives Kresevic, the staff, and the community of St. Francis School for their continued support throughout the year.

Angela De Nadai

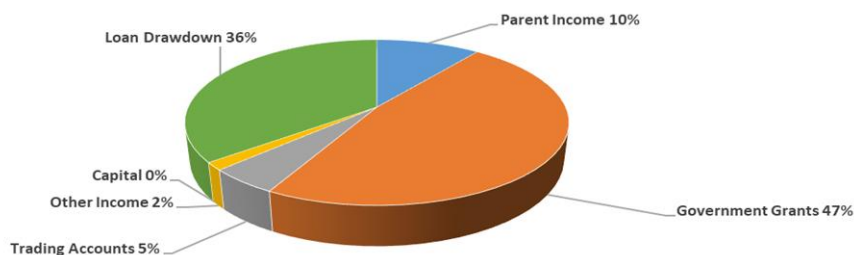
Assistant Principal Religious Identity and Mission (APRIM)

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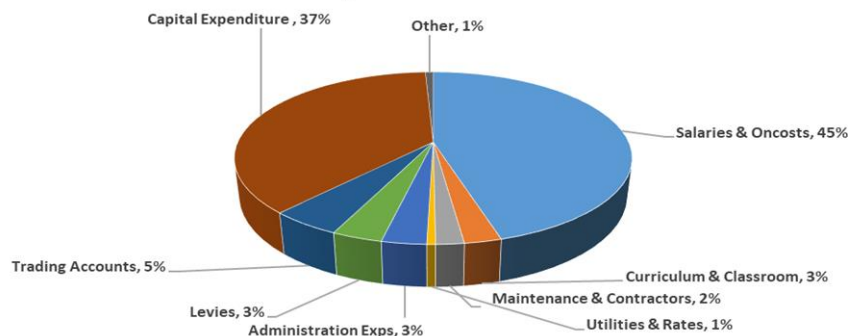
ST FRANCIS LOCKLEYS 2024 DRAFT CASH FLOW

	20242024	20232023
OPENING CASH BALANCE	3,007,910	3,530,262
Income	1,332,922	1,284,910
Parent Income	6,064,172	7,055,044
Grant Income	193,313	281,588
CEO & Other Income	0	663,931
Capital Grant	4,539,786	1,409,206
Loan Drawdowns Trading Accounts	646,522	505,481
Total Income	12,776,715	11,200,160
Expenditure	5,521,864	4,644,413
Salaries & Oncosts	309,120	265,081
Curriculum & Classroom	229,096	182,650
Maintenance & Contractors	71,509	59,604
Utilities & Rates	372,925	233,434
Administration Exps	421,363	395,866
Levies	4,894	6,416
Assets<\$1000	595,296	434,139
Trading Accounts	7,526,067	6,221,603
Total Expenditure		
Balance Sheet Movements		
Capital Expenditure	4,550,046	5,444,723
Loan Principal Repayments	66,735	40,371
Clearing Accounts	25,867	15,815
	4,642,648	5,500,909
CASH SURPLUS/(DEFICIT)	608,001	-522,352
CLOSING CASH BALANCE	3,615,910	3,007,910

2024 Income Breakdown



2024 Expenditure Breakdown



ST FRANCIS LOCKLEYS
2024 DRAFT BALANCE SHEET

	2024	2023
Assets		
Current Assets	4,787,870	4,102,559
Non-Current Assets	14,532,397	11,251,197
TOTAL ASSETS	19,320,267	15,353,756
Liabilities and Equity		
Current Liabilities	1,634,317	2,913,941
Non-Current Liabilities	5,875,521	1,662,464
Clearing Account	4,119	6,641
TOTAL LIABILITIES	7,513,958	4,583,046
NET ASSETS	11,806,309	10,770,710
Accumulated Funds		
Accumulated Funds	10,770,710	8,347,028
Net Surplus (Deficit)	1,035,599	2,423,682
TOTAL ACCUMULATED SURPLUS	11,806,309	10,770,710

ST FRANCIS LOCKLEYS
2024 DRAFT REVENUE VS
EXPENDITURE

	2024	2023
Revenue	1,237,863	1,257,065
Parent Income	6,071,778	6,017,305
Government Grants	188,941	190,984
Other Income	727,577	1,228,978
Capital Levies & Fees	8,226,159	8,694,332
TOTAL INCOME		
Expenditure	5,268,149	4,828,390
Salaries & Oncosts	303,713	277,755
Curriculum & Classroom	229,149	235,771
Maintenance & Contractors	77,180	102,967
Utilities & Rates	394,103	191,079
Administration Exps	419,220	398,009
Levies	4,894	6,416
Assets<\$1000	538,435	299,659
Depreciation	7,234,843	6,340,046
TOTAL EXPENDITURE		
Trading Accounts	12,932	4,831
Uniform	327	-479
Playgroup	31,025	64,172
OSHC	0	872
P&F/Fundraising	44,283	69,396
TOTAL TRADING ACCOUNTS	1,035,599	2,423,682
NET PROFIT/(LOSS)		

ST FRANCIS LOCKLEYS
2025 UPDATED CASH BUDGET

Budget 2025

CASH REVENUE

Recurrent Income

Parent Income 1,350,140

Govt Grants 6,118,324

Other 156,440

Capital Income

Other 15,000

TOTAL REVENUE **7,639,904**

EXPENDITURE

Salaries & Oncosts 5,248,827

Curriculum & Classroom 357,661

Maintenance & Contractors 258,564

Utilities & Rates 89,905

Administration Exps 191,984

Levies 367,553

Loan Interest 282,906

TOTAL EXPENDITURE **6,797,400**

TRADING ACCOUNTS

Uniform 5,496

Playgroup 750

OSHC 18,408

P&F 0

TOTAL TRADING ACCOUNTS **24,654**

CAPITAL EXPENDITURE

Capital Expenditure 870,000

TOTAL CAPITAL EXPENDITURE **870,000**

LOAN REPAYMENT **327,734**

CASH RESULT **-330,576**

8.

Parents and Friends Chair Report 2024

2024 was a very successful year for the parents and friends community, running multiple events, including the full school disco and our first school /parent and friends combined art show. We also added to the new extension with our named pavers, and hopefully this will continue through to 2025.

It was lovely to see the funds raised go to some repair and new sports equipment for OSHC and the school, new soccer goals in the new grassed area, an upgrade around the frog pond area and banners for Sports Day and outside events.

The team behind the scenes is always a great combination of parent reps and the sub-committees. Without these volunteers the events wouldn't happen and our great appreciation goes to the group of people that continuously put in hours of work. Also, our gratitude goes to our parish volunteers that have once again stepped up and helped out at numerous events. 'Thank you. Our families appreciate your help and support.'

Personally I'd like to thank the smaller team that supported me in my role as the chair. Mel Lehman and Sarah McCabe, I could not have done my role without you by my side.

Terri Sparrow

Chair St Francis Parents and Friends

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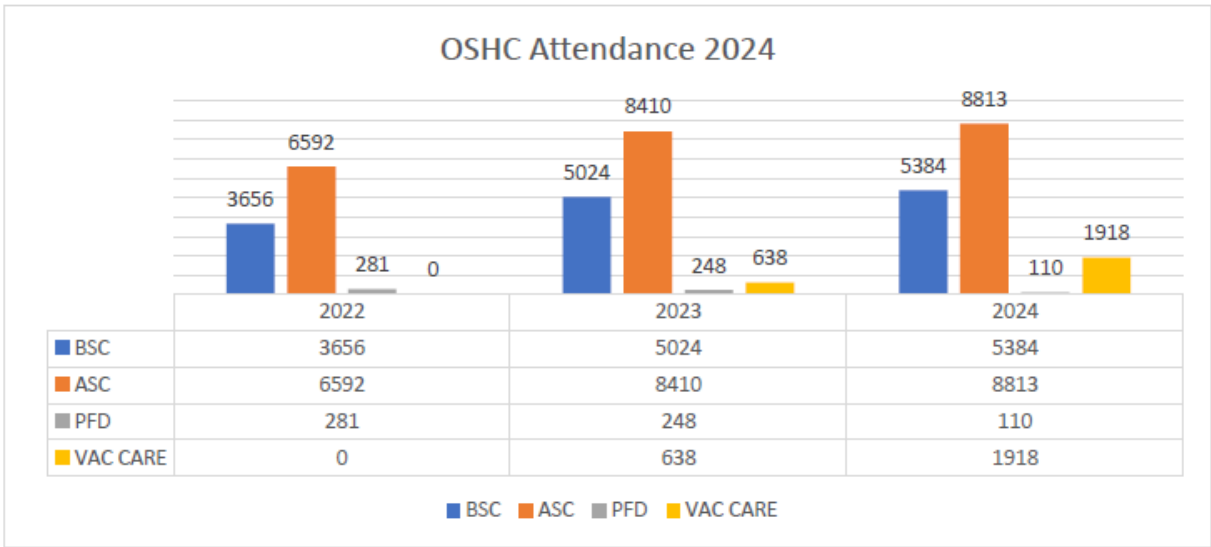
St Francis Lockleys P&F Cash Result As at 31 December 2024			
	Income	Expenditure	Result
Mothers Day	7,180	4,269	2,911
Equipment	0	786	-786
Paver Drive	7,525	2,321	5,204
Hot X Buns	760	556	205
Wine Drive	260	0	260
Entertainment Books	66	0	66
Disco	2,760	1,617	1,143
Colour Run	7,863	640	7,223
Banh Mi	678	660	17
Capital Purch-Playground	0	10,044	-10,044
Art Show	7,896	4,942	2,953
Fathers Day	4,377	2,258	2,118
Milk & Cookies	1,884	578	1,306
Sports Day	5,859	4,563	1,295
Grazing Platter	1,405	900	505
2024 Result	48,511	34,135	13,871
Less 2023 Expenditure		4,539	-4,539
TOTAL RESULT	48,511	38,674	9,837
<u>P&F CASH BALANCE</u>			
Cash Balance Brought Forward			21,794
Add Current 2024 Result			9,837
Cash Balance Remaining to Spend			31,631

St Francis School Out of School Hours Care Annual Report 2024

St Francis School OSHC Enrolments 2024

In 2024, we experienced a steady increase in OSHC enrolments, with a combination of new families and children with siblings starting at our service. Additionally, several families enrolled mainly to access our Vacation Care program.

St Francis School OSHC Attendance 2024



The data shows that our combined BSC, ASC, PFD, and VAC CARE attendance (Before School Care, After School Care, Pupil Free Day and Vacation Care) increased by 1905 from 2023 to 2024. This upward trend in attendance highlights a steady rise in bookings, suggesting ongoing growth in demand for our services.

The graph indicates a decline in PFD attendance; however, it's important to note that two days have been reclassified as Vacation Care sessions, which may account for some of the change in the data.

St Francis School OSHC Increased Capacity 2024

In response to the increasing number of enrolments and the ongoing demand for OSHC services, our request to expand our service capacity was approved in August 2024. This approval increased our maximum capacity from 60 to 90 children. Currently, with our existing staffing structure, we are accommodating up to 75 children in the afternoons and 60 children for all other sessions. The remaining available places offer an opportunity for future growth, allowing us to meet further demand as needed in the future.

Staffing 2024

Our OSHC staff bring a diverse range of skills to our service. However, we have observed a recurring trend of staff turnover, which is common in OSHC due to the nature of the role and the fact that many educators are concurrently pursuing their studies. In 2024, we had an Assistant Director for part of the year and we are continuing our efforts in securing another Assistant Director moving forward.

Finances 2024

Despite the final profit for 2024 being lower than originally projected, we were still able to achieve a positive financial outcome. Several factors, including wage expenses, contributed to the variance from our estimated profit. For 2025, the OSHC budget has been developed in close collaboration with the School Principal/Nominated Supervisor, the Finance Manager and the OSHC Director.

Quality Assurance 2024

Quality assurance in OSHC remains a top priority. We continue to implement regular reviews and assessments to ensure that our service meets high standards. Feedback from families, children and staff is consistently used to drive improvements, ensuring that we provide a safe, engaging and supportive environment for all children in our care.

In Term 4 of 2024, we underwent an unscheduled compliance audit by the Education Standard Board (ESB), receiving positive feedback. As a result of the audit, we received valuable advice that has contributed to strengthening our 'Risk Minimisation Plans' for individuals with health considerations.

We are still awaiting our formal Assessment and Rating Visit by the Education Standard Board (ESB).

Alexandra Curtis

St Francis School OSHC Director

11.

St Francis Work, Health and Safety Annual Report 2024

At St Francis School, Lockley's we are committed to providing a safe working environment for all workers, contractors, volunteers, and visitors. We aim to ensure that the risk to health and safety to all workers and other persons is minimised and that the Catholic Church Work Health and Safety Injury Management System is implemented, monitored, reviewed, and continuously improved. Catholic Safety and Injury Management have implemented an Annual WHS Task Schedule tool which is used to ensure compliance within the school.

During 2024, the following occurred:

- Incident and Hazard Database moved to Donesafe
- Excursion / Incursion / Camps planning form and checklist created
- Risk assessment of all school events / Plant / Equipment / Chemicals
- Safe Operating Procedures created and displayed
- Workplace Inspections (Bi-Annually)
- Reviewed and updated the emergency evacuation / lock in procedures, new diagrams displayed throughout the school
- Emergency Management Plan and Emergency Trolley updated
- Audit of plant items e.g. Ladders Plant Register created
- Staff Training as per CESA requirement- SALT. Reports sent to Leadership
- Attendance at WHS Coordinators meetings/ training throughout the year
- Electrical plant testing performed in line with CSaIM
- Automated External Defibrillator Registered with GOODSAM, reviewed conducted quarterly
- Updated Chemical Register with Safety Data Sheet's available
- Fire Equipment, Emergency Exit Lights, Smoke and Thermal testing performed in line with CSaIM
- Ergonomics checklist completed by applicable staff
- WHS reports collated for School Board Meetings
- Hazard Alerts, Safety Bulletin's and Product Recalls distributed to all staff from CSaIM
- Transitioned from paper filing system to an electronic database
- Employee Assistance Program- Information made available to all staff
- Return to Work / Early Intervention claims processed and reported to Leadership / CSaIM / Lawsons
- Inductions moved to an electronic database all staff, volunteers, contractors, volunteers
- Updated policy and procedures provided by the CSaIM
- Staff electronic sign in/ out system with emergency contact details easily accessible
- Preventative Maintenance Schedule created, with Daily / Weekly checklist
- Maintenance Requests moved to electronic database
- Assist OSHC Director with WHS Compliance
- Coordinate, schedule all contractors for school
- Report and liaise with Architects / Builders / Contractors regarding building projects
- Preparing for 2025 CSaIM WHS compliance Audit

Sarah Ryan

Work Health & Safety / Return to Work Coordinator