



**Salvado**  
**Catholic College**

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PEACE. JUSTICE. COMPASSION

# Annual School Improvement Plan

*Version: One*

*Person/s responsible for update: M.Munro*

*Date: 15.3.2017*

| 1.System Strategic Direction   | 2.SMART Goals<br><i>Specific, Measurable, Achievable, Result Oriented, Timed</i>                               | 3.Strategies to Achieve the Goal   | 4.Links<br><i>Strategic Plan, QCS, Evangelisation Plan, NQS, Curriculum Plan</i> | 5.Responsibility<br><i>Who is responsible to deliver and when?</i> | 6.CEWA Support<br><i>And other key services</i> | 7.Success Indicators<br><i>To be reported on in Annual School Report</i>  |
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| <b>Learning:</b><br><br>Leadership Formation<br><br>Transforming our people to lead outstanding Catholic communities | To further develop a framework/culture of shared leadership and roles throughout SCC                           | Formation of teams and role descriptions that align with Strategic Plan  | Strategic Plan<br>Curriculum Plan<br>QCS 303, 305                                | All Staff<br>Distributed<br>Leadership teams/roles                 |   | Assigned co-ordinator roles and committees for Learning Areas and other school initiatives in line with the College Strategic Plan  |
|  | To make an informed decision regarding the planned framework for Student Wellbeing at Salvado Catholic College | Keeping Safe: Child Protection Curriculum<br>Staff to spend time looking at various initiatives (eg. Kids Matter) as possible pathways for enhancing and supporting student wellbeing<br>Develop and implement whole school Positive Behaviour Support Plan & Individual Behaviour Support Plan<br>Implement Making Jesus Real<br>Staff Professional Development - Code of Conduct | QCS 402<br>NQS QA2<br>Evangelisation Plan  | All Staff  | Jenny Mair-Wieman (CEWA Psych. Team)            | Staff Professional Development folder on SCC share drive<br>Implementation of MJR<br><i>To commence Term 2</i><br>Implementation of PBSP<br>Code of Conduct to be lived out within College community<br>Formation of student wellbeing co-ordinator role/team |
|  | To analyse the data collected and use the information to determine the   | Student Assessment Schedule to be revised<br>Relevant ongoing Professional Learning opportunities and sharing of staff Professional Learning on  | Curriculum Plan<br>QCS 302   | Classroom Teachers<br>Support Teacher (M.Bradshaw)                 | Christine Pitman (CEWA SSC)                     | Review & revise Curriculum Plan 2016-2017 based on student assessment data collected in 2016<br><i>Draft to be completed by</i>   |

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|  | focus of our Curriculum Plan   | shared drive<br>Implement Individual Learning Plans/Individual Education Plans  |   |  | Sarah Burroughs (CEWA SWD Consultant)  | <i>Term 1 2017</i><br>Evidence of student progress based on goals set in ILP/IEPs   |
|  | To use and action the data collected to support individual student needs | Teacher/Support programs to identify and focus on the needs of all students during allocated Literacy and Numeracy dedicated time<br>Development and use of Student Profiles for students identified as having individual needs<br>Staff to investigate Bright Paths as a tool for moderation | Curriculum Plan<br>QCS 302<br>NQS 1.2.1<br>Strategic Plan | Classroom Teachers<br>Support Teacher (M.Bradshaw) | CEWA Literacy and Numeracy Consultants | Whole staff to analyse assessment data/results during Staff Collaboration Meetings<br><br>Regular review of goals set in ILP/IEPs<br><i>At least twice a year</i> |

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| <b>Engagement:</b><br><br>Early years learning and care<br><br>Partnering across communities to provide the best opportunities for young families | Provide Parent Education  | Literacy & Numeracy Strategies<br>Orientation<br>Parent workshops<br>Parent information evenings   | QCS 202   | All Staff<br>Parents  | School Health Nurse<br>Jenny Mair-Wieman (CEWA Psych Team) | Increased percentage of parent follow up/action from teacher referrals to external providers<br>Decreased student absence rates                |
|   | Engage parents in their child's learning journey                                  | Classroom Parent Help, Catering, Bookclub, Friends of Salvado, Mission Market, Harmony Week<br>AGM (Annual report)<br>Parent information/orientation meetings and workshops<br>Use of SEQTA for communication and reporting            | QCS 201   | All Staff<br>Parents  |  | Parent Information Night<br>Communication – emails, texts, etc.<br>eNewsletter<br>Curriculum Conversations<br>Increased Parent Survey feedback |
|   | To further enhance students' knowledge & experience of Catholic traditions        | Continue to teach various prayers & Catholic traditions<br>Celebrate the Mass<br>Provide opportunities for parents to engage in Catholic traditions through Prayer Services, Prayer Assemblies, Masses<br>Parent workshops – eg. First | Evangelisation Plan<br>QCS 102  | All Staff<br>Fr Kaz   | CEWA Religious Education Team                              | Prayer Services/Prayer Assemblies<br>Masses<br>Salvado Day<br>Mission Market<br>eNewsletter – Faith Formation<br>RE Letters – Unit of Work     |

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|  |  | <p>Penance<br/>Sacrament preparation &amp; participation</p>  |                            |                  |  | <p>Parent attendance at Parent Workshops<br/>Revise Evangelisation Plan<br/><i>Semester One 2017</i></p> |
|  | <p>To report to parents and keep them informed in relation to their child's academic and social progress</p> | <p>Teacher/Parent Interviews<br/>Work Sample Folder<br/>Continue eFolio (eg. Seesaw) use as means of reporting student learning to parents<br/>Written Reports – Framework on SEQTA<br/>Learning Journey<br/>Parent Information Handbooks</p> | <p>NQS QA6<br/>QCS 201</p> | <p>All Staff</p> | <p>SEQTA<br/>Peter Hazebroek (SEQTA)<br/>Key Teacher<br/>ICT</p> | <p>Increased use of SEQTA by staff as a means of reporting student progress</p>                          |

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| <b>Accountability</b><br><br>Health and wellbeing of students and staff<br><br>Providing learning environments where everyone feels safe and can flourish | To continue to build a strong knowledge of the students in our care                     | Analyse data to allow student knowledge to be developed<br>Continue to develop knowledge and use of SEQTA as a tool for recording pastoral care notes<br>Develop a set of protocols regarding what is and is not involved in pastoral care notes<br>Effective communication strategies for parents allowing promotion of a safe and secure learning environment | Curriculum Plan<br>Evangelisation Plan<br>QIP<br>Aboriginal Education Plan<br>QCS 402   | All Staff<br>Kasey Atwell –<br>Medical records on SEQTA                   | Christine Pitman<br>(CEWA SSC)   | All relevant student information will be placed on SEQTA<br><i>By the end of 2017</i><br>Develop parent/student profile to be distributed at commencement of the 2018 school year<br>Parent/student goal setting form |
|   | To develop a shared belief and understanding about student learning                     | Staff Collaboration Meetings – focus on specific Learning Areas and content<br>Staff to share professional learning on shared drive<br>Student assessment data based on Student Assessment Schedule to be centrally stored  | QCS 303, 305<br>Curriculum Plan<br>QIP<br>Early Years Positional Statement              | All Staff<br>Support Teacher<br>(M.Bradshaw)                              | Christine Pitman<br>(CEWA SSC)<br>Jenny Mair-Wieman<br>(CEWA Psych Team) | Develop a student profile form to distribute to parents at commencement of school year  |
|   | To develop a shared belief and understanding of staff expectations                      | Continue to implement staff dress code<br>Revise & update Staff Handbook outlining expectations and duties<br>Revise & update Parent Information Handbook and Class Information   | QCS 305   | All Staff   |  | Staff follow dress code<br>Handbook is published and utilised by staff<br>Board and parents utilise Parent Handbook   |

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|  |  | Handbook<br>Review Crisis Management Plan<br>Create a Staff Performance & Development Framework based on AITSL standards<br>Staff Professional Development - Code of Conduct  |                            |           |  | Quality conversation regarding teacher performance and possible professional learning opportunities<br>Staff to participate in Professional Development for Code of Conduct to be lived out within College community |
|  | Data collection and storage of student information   | Continue to develop staff knowledge of the capabilities of SEQTA as a tool for recording/storing information  | Curriculum Plan<br>QCS 302 | All Staff | Peter Hazebroek  | Assessment data to be saved into staff share drive (Hard copies to be stored in student files in locked filing cabinets)<br><i>Week 10, Term 4</i>   |
|  | To finalise Stage 2 plans in preparation for the build in 2018 and continue planning future build stages | Working with CEWA Resource Team<br>Liaising with PGA architects<br>Advertising by Salvado Catholic College and CEWA<br>Collection of expressions of interest<br>Establish a maintenance schedule for Salvado Catholic College | Strategic Plan<br>QCS 304  |           | College Principal<br>CEWA Resource Team<br>Architects<br>PGA | Share Stage 2 and future build plans with the College Community<br>Commencement of Stage 2 build<br><i>By the end of 2017</i><br>Database of expressions of interest for secondary schooling for 2021 and beyond     |

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| <b>Discipleship</b><br><br>Educating at the margins<br><br>Engaging with the most vulnerable and marginalised in our society | To continue to develop a nurturing community within our school                   | Invite parents and families to community events such as Prayer Services and Masses<br><br>Provide opportunities for parent help both in and out of the classroom<br><br>Friends of Salvado to promote parent involvement in various College initiatives eg. Community Sundowner<br><br>St Vincent de Paul Appeal | Evangelisation Plan<br><br>QIP<br><br>QCS 201, 202                                    | All Staff<br><br>Fr Kaz  |   | Increased parent involvement in community and whole College events<br><br>Friends of Salvado proactive in planning/coordinating various community events   |
|  | Promote a Catholic education for all   | Principal to discuss fee payment schedule for those unable to afford fees at enrolment interviews as needed<br><br>Regular College tours to be conducted in the interests of increasing enrolments<br><br>Promote College within the local community   | Evangelisation Plan   | All Staff<br><br>Fr Kaz  |   | Increased enrolments<br><br>Advertise in local media   |
|  | Continue to develop and implement a Salvado charism within the College           | Engage the school community in the Catholic Liturgical calendar<br><br>Continue to promote a Salvado charism to the school community<br><br>Promote Lent and Christian Service action to the students and community through Making Jesus Real<br><br>Celebrate cultural events such as                           | QCS 102<br><br>Evangelisation Plan<br><br>School Wide Positive Behaviour Support Plan | All Staff<br><br>Fr Kaz  | CEWA<br><br>Religious Education Team            | Bishops Literacy Test – Year 3<br><br><i>Term Three 2017</i><br><br>Students model the core values of the Salvado Catholic College motto in various settings across the College<br><br>Make Jesus Real |



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|  |  | <p>Harmony Week, Mission Market, NAIDOC Week etc.</p> <p>Involving children in daily prayer</p> <p>Develop and implement school wide Positive Behaviour Support Plan</p> <p>Develop Faith, Story and Witness for new staff</p> <p>Further develop New Norcia connection</p>   |   |   |  | <p>Salvado Award ('Dom' the bear)</p> <p>Planning of whole College event in relation to New Norcia</p>  |
|  | <p>To continue to build Parish and College relationships</p> | <p>Students to attend Mass at St Francis Xavier<br/>eg. Assumption Mass</p> <p>Fr Kaz to conduct class visit at teacher's request</p> <p>Promote Parish Family Masses within the College community</p> <p>Advertise weekend Masses at St Francis Xavier</p> <p>Promote Parish events in eNewsletter</p> <p>Contribute to Parish bulletin</p> <p>Invite Parish to Salvado Catholic College events</p> <p>Salvado Catholic College students to participate in Parish Sacramental Programs</p> | <p>Evangelisation Plan</p> <p>QCS 102</p> | <p>All Staff</p> <p>Fr Kaz</p> <p>Helen Lesniak (Pastoral Assistant)</p> <p>Sr Lisette (Schoenstatt Shrine)</p> |  | <p>Increased attendance by College families at Parish Family Masses</p> <p>Increased number of student Baptisms</p> <p>Schoenstatt Shrine excursion</p> <p>Appointment of Parish Board representatives</p> <p>Salvado Catholic College to contribute to Parish Newsletter every three weeks</p> |