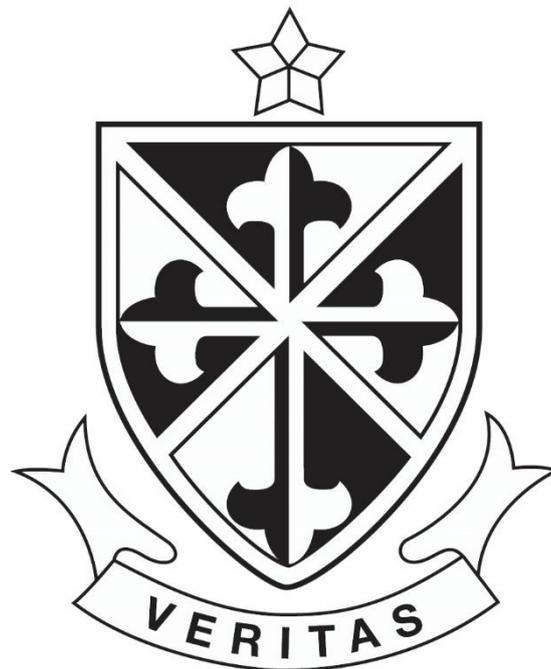


# Dominican School

---

## ANNUAL GENERAL MEETING

Monday 18<sup>th</sup> March 2019



---

#### Acknowledgement of Country

We acknowledge that we are meeting on the traditional country of the Kurna people of the Adelaide Plains.

We recognise and respect their cultural heritage, beliefs and relationship with the land.

We acknowledge that they are of continuing importance to the Kurna people living today.

Approved by Kurna Elder Uncle Lewis O'Brian 2004

**ANNUAL GENERAL MEETING AGENDA**  
**Monday 18<sup>th</sup> March 2019**

**6.00-6.30pm:** Ratification of school Budget

**6.30pm:** Welcome- Grace Parletto

Prayer – Alison Tanti-Clark, Blessing – Fr Roderick

Presentation of Reports

- Chairperson – Branka McIntyre
- Chair of Finance – tabled
- Principal – Grace Parletto

Discussion /Questions

Nominations to 2019 School Board

Outgoing members: Rachael Stathis  
Branka McIntyre  
Greer Tappert

In 2019 we have 4 vacancies

Nominations: Jess McEvoy  
Ben Evans  
Samantha Lane

**7.30pm:** Master Plan Consultation

## 2018 Annual General Meeting Minutes 5 March 2018

**Present:** Branka McIntyre, Rachael Stathis, Greer Tappert, Jessica McEvoy, David Geil, Shannon Riddiford, Keera Segaran, Suzanne Budd, Grace Parletto

**Apologies:** Father Brian

**Prayer:** Suzanne and Grace

Grace highlighted key points such as restorative practices, Numeracy and Literacy and data collection and analysis, Kids Matter, as well as Carolyn's role as pastoral care worker and working in teams PLCs. We also have a focus on Catholic Identity, Building and Grounds, Technology as a cycle of continuous improvement.

Jo presented finances and budget.

2018 budget passed by previous School Board

Reports are uploaded on the website

**Reports tabled** - see AGM Booklet

General discussion regarding highlights of the year and main issues of individual reports.

**Elections:**

David Sands has stepped down

Chairperson Jarrod Meers has also stepped down

Sarah Elding resigned late 2017

We have three vacancies and three people willing to nominate. Congratulations to Rachael Stathis for renominating.

Congratulations and welcome also to Shannon Riddiford and David Geil for being newly appointed.

Roles and what they involve will be discussed at next meeting.

**Next Board Meeting: Tuesday 3 April**

**Meeting closed 6.45pm**

## PRINCIPAL

2018 continued to be a year of developments and formation for our school and parish community. It was also a year of consolidation and the on going development of our school's teaching pedagogies and implementation of the Australian Curriculum. The delivery of a quality education founded in the Dominican tradition continues to be at the heart of all that we do.

During 2018 our community focussed on a number of goals and areas of focus as part of our cycle of school improvement. These goals centred mainly around Catholic Identity, Numeracy, student wellbeing and engagement, and on going staff professional learning. The development of an inclusive and contemporary curriculum across all learning areas continues to be a strong focus.

In 2018 we continued to enrich our understanding of who we are as community of faith and learning. As part of a Catholic Education SA initiative we participated in the Enhancing Catholic School Identity Project. This survey was undertaken by school staff, students and families with the intention of collecting data based on our perceptions around what it means to be Catholic, how this is evidenced in our community and our goals and aspirations for who we would like to be a community of faith.

In 2018 we established a staff working party to begin our focus on ecological conversion and on building sustainable practices in the school. Initiatives included the introduction of a Nude Food Day, a school rubbish and waste management audit and the Bringing Back the Butterflies Programme. These initiatives created significant interest and support from staff and students and reinforced creation as God's great gift to us. In 2019 we look forward to extending these initiatives and developing our school's Sustainability Action Plan.

In 2018 Literacy skills development continued to be an area of school focus. We maintained our focus on providing a balanced, developmental and engaging literacy programme at Dominican. Achievements in 2018 included staff moderation of student learning, time and opportunity for staff to analyse centrally collected data and undertaking of the PAT R test across the school. Data from this test was analysed early in the year with a commitment to undertake this testing cycle in November each year. In summary, in 2018 our school performed well in NAPLAN, with improvements across several areas, particularly our writing and some aspects of reading. Spelling has been identified as an area requiring continued focus and explicit teaching of skills and processes.

Our aims for 2019 are to continue to develop shared practices and common pedagogies in the area of spelling to use whole school moderation processes and to develop our cycle of data collection and analysis to support precision teaching. In 2019 we look forward to introducing the scorelink programme as a tool for the collection and analysis of data. In 2018 we undertook the Oral Language Assessment as part of our data collection of students in the Early Years. Early Years staff worked together to analyse data and develop school based intervention programmes. This will continue in 2019.

In 2018 we continued our focus on Numeracy development as part of our school improvement cycle. All staff worked intensively with Peter Sullivan to explore contemporary approaches to the teaching of Numeracy and to develop a consistent approach to the planning and programming of Numeracy across the school. Other initiatives in this area have included the appointment of a Key Teacher in Numeracy, ongoing staff professional learning, a Parent Open morning and a whole school approach to Numeracy planning. In 2018 we focussed on automaticity as an integral part of our numeracy programme. The use of resources and daily class activities to support this work will continue to be maintained in 2019.

In 2018, as a response to the needs of students at Dominican we continued an Inclusive Education Programme. This programme is designed to support the learning needs of students requiring additional support. This programme supports students with specific skills development in an inclusive and integrated model. In 2019 this model will continue with a focus on developing a wrap around approach through ESO's working in year level clusters as part of a wider education team.

I take this opportunity to thank our very competent, dedicated and highly skilled ESO's who work tirelessly with our students and support the needs of many students within the school. Our grateful thanks to Kerry Siciliano, Amy Treen, Jane Jones, Nichola Lewis, Sandra Piscioneri and Christina Lagonicos who support teaching staff in implementing a range of intervention programmes across the school.

A continuing focus for Dominican School has been the development of Social and Emotional learning programmes and our procedures for supporting students' well-being and personal development. A range of strategies have also been introduced to encourage students' success in the yard and within social groups. Focus weeks including the celebration of Harmony Day and our focus on Indigenous and Asia perspectives across the curriculum continue to encourage a culture of inclusion, diversity and personal responsibility within the school. Programmes such as The Breakfast Club, Circle Time, SRC initiatives, Children's University and parent workshops reinforced our focus on student wellbeing and community building in 2018. Our engagement with and introduction of the Kids Matter Framework and the leadership of the Action Team also continue to guide us in this work.

A staff review at the end of 2017/2018 called for greater consistency in the programmes we use for the teaching of social and emotional skills and the need for common strategies and language to support us in this important work. In response to this we will explore the Friendly Classrooms Programme and the introduction of Circle Time as a whole school initiative.

The introduction of Establishment Weeks will now form a part of each years' general routine and encourage students' awareness of our school's commitment to the creation of a safe and supportive learning environment.

In 2018 we maintained Restorative Practices across the school. This approach supports the re building and mending of relationships as opposed to a punitive model of social skills development. During the year we experienced great success in developing students' skills in managing conflict effectively, problem solving and rebuilding of rewarding relationships. This focus will continue in 2019 as we develop a positive and inclusive school culture. Our engagement with the Making Space for Learning Project in 2019 will support us in developing trauma aware practices across the school.

Our Chaplaincy Programme has been a very successful programme as we continue to support the wellbeing of all students. The introduction of the Conversations with Carolyn sessions have been an outstanding success and a wonderful way to work in partnership with parents and families. Other parent sessions including parenting workshops with Bill Hansberry and an online safety workshop were also undertaken in 2018.

I thank all of our specialist staff who continue to enrich the teaching and learning culture of Dominican with specialist programmes in Science, Music and Japanese. These specialist programmes provide students with opportunity to broaden their learning experiences and to develop skills in a range of areas. Our specialist areas are integrated as part of our general learning programme to ensure that programmes are holistic and skills can be transferred to a range of new situations.

In 2018 we focussed on the grounds and external spaces at Dominican School. As part of this focus we developed our Nature Play space, the oval and the tender of our front gates and garden areas within the school. These initiatives have enhanced these areas within the school and improved the appearance of our grounds. In 2019 we look forward to repairing the front fence facing Military Road and the review of our school Master plan as we plan for future developments across the school.

I thank the staff of Dominican School, both teaching and non-teaching. I am grateful for the gifts of each teacher and all Education Support Officers and the enormous energy, commitment and dedication each of them provide to the students in our care. The staff of Dominican are exemplary, who minister to our students and families in so many ways. I thank each of them for all they do to affirm the life and dignity of each child in our school.

I give grateful thanks to Suzanne Budd and Alison Tanti Clark. I thank Sue and Alison for their skills and enthusiasm and for their wisdom and vision. I also thank them for their unfailing support, keeping us "on

track” and always going the extra mile. It is a delight having Sue and Alison “next door” and I look forward to sharing in the leadership of Dominican with them.

I give thanks to the parents of Dominican who continue to support us in so many ways. We are grateful for the partnership you offer so generously and for your commitment to building the life of our community. Many of our school and class programmes are enriched by your leadership and support.

Finally, I thank and salute the students of Dominican. I thank them for their enthusiasm and for being the outstanding young citizens they are. We are indeed nourished by their sense of hope, enthusiasm and sense of wonder.

Congratulations.

*Grace Parletto*  
*Principal*

## SCHOOL BOARD CHAIRPERSON

On behalf of the Dominican School Board it gives me great pleasure to provide the 2018 Chairperson’s report. Whilst I realise we repeat most of these words each year, this school year has been a busy one for the School and the School Board.

As we all realise, there is a significant amount of work that goes into running a school and the School Board is only a small but important component of this. I imagine most people are unfamiliar with the workings of a Catholic primary School Board and are a little unsure of the role we play.

The role of the School board is primarily to:

- Develop policies that nurture the religious dimension and guide the direction of the school;
- Develop the relationship between the school and the local Church;
- Promote educational excellence within the school;
- Support the administration of the school;
- Foster harmonious and positive collaboration within the school community;
- Protect children;
- Monitor buildings and grounds development and maintenance;
- Exercise financial stewardship of the school; and
- Ensure compliance with legal obligations.

Serving on a School Board is a privileged opportunity to contribute and create better outcomes for our school, students, staff, parents and community. Members of the board generously give their time and I thank them for their efforts and dedication over the 2018 school year.

The past year has seen the school focus attention on

- Numeracy – highlighting automaticity as a critical strategy in the development of mathematical skills.
- We continued our focus on data collection and staff analysis of this data and testing.
- We resumed the Kids Matter Framework, particularly focusing on social and emotional learning.
- Continued involvement in the Cultural Artist in Residence program – supporting cultural respect and understanding across all school communities and support school in embedding Indigenous perspectives across the curriculum.
- The nature play area was completed with children now enjoying the space.
- Banners, advertising flyers and new signage has been placed around the school.
- Focussed on the sustainability of our natural resources (Bringing Back the Butterflies Program) and waste management strategies (Wipe out Waste program) across the school.

- In term 3 we hosted a very successful Japanese student exchange program.
- 2018 saw us farewell Father Brian and welcomed Father Roderick to the community.
- Term 3 saw our year 4/5 classes prepare for a special Visual Arts Showcase.
- The combined year 6/7 Canberra trip was a highlight for our graduating students.
- We of course said farewell to both year 6 and 7 students as they graduated and prepared for the next stage of their learning in high school.

None of this would be possible without the tireless work of the leadership team of Grace Parletto (Principal), Suzanne Budd (Deputy Principal) and Alison Tanti-Clark (APRIM). We commend the entire Dominican School staff who as a whole have continued and continue to strive for excellence for our school.

A special thanks must go to the Parents and Friends committee who each year seem to outdo themselves with each event throughout the year. On behalf of the Board we commend these parents and friends for their commitment and the countless hours they have provided to our school in 2018.

The meticulous financial and administrative functions of any school are critical roles and the Board sincerely thank and congratulate all staff members involved in these areas of our school for 2018. We are so very appreciative of the many hours you dedicate to ensuring our school runs smoothly.

In closing I would like to advise that I will be taking a break from the School Board and my role as Chairperson for 2019 to concentrate on the most important area of my life – my family. My thanks go to everyone who I have had the great pleasure of working with over the last four years. To my fellow Board members, I thank you for your commitment, understanding, support, hard work and camaraderie.

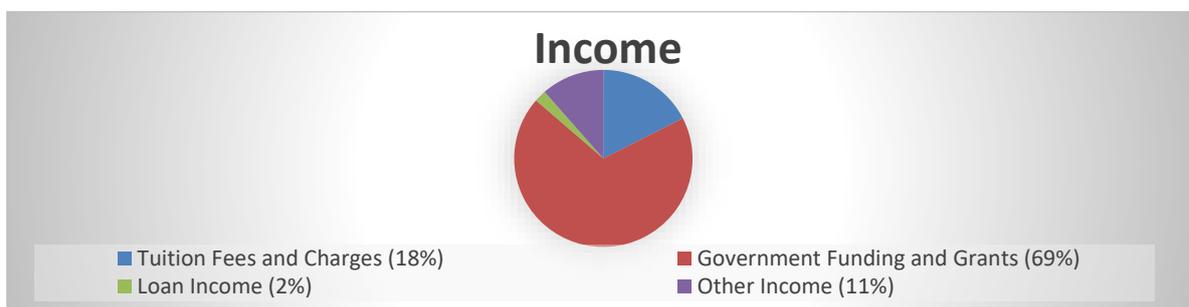
All the very best for 2019!

*Branka McIntyre*  
 Chairperson – Dominican School Board  
 2018

## FINANCE REPORT

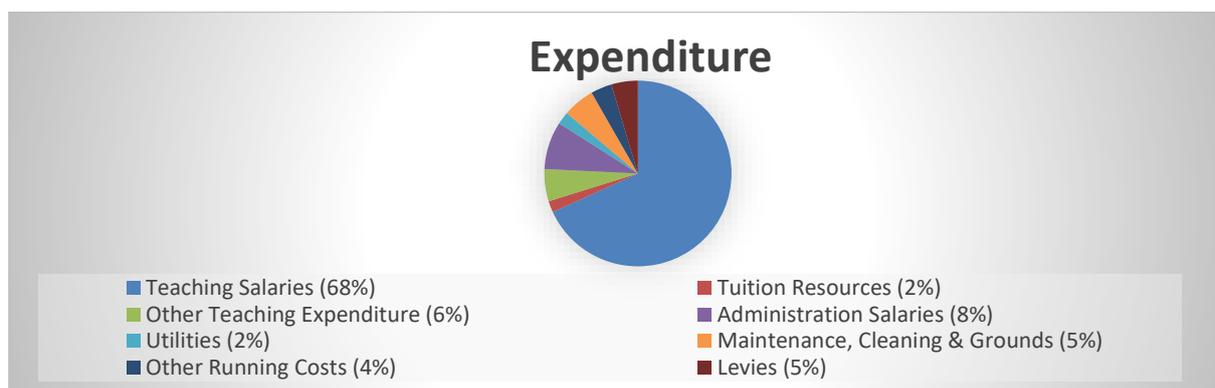
The annual financial statements of Dominican School for the year ended 31 December 2018 show an operating surplus of \$42,230.62 taking into account accruals and the depreciation of assets. We finished the year with a final cash flow surplus of \$408,088 having budgeted for break-even.

The increase in overall income was largely due to additional Government funding received. Tuition fees and charges income was in line with budget, however Debtors remained at \$336,838 at the end of the year, as a number of families are on long term payment plans. A new loan for \$85,000 for IT upgrade was drawn down in 2018, with expenditure to be realised in January 2019. Remainder of income, \$219,224.69, from the previous year’s Insurance Claim was received in January 2018.



Total expenditure for 2018 was 21% above budget. Expenditure variances include:

- Tuition Salaries \$140,450 (7%) above budget.
- Maintenance \$18,332 (11%) above budget. \$11,220 was for Architect to inspect and advise on Fence and Convent Veranda repairs. Additional refurbishment of lawn at a cost \$10,000.
- Telephones \$4509 (90%) above budget. Expenses included Phone system upgrades, mobile handset upgrade and additional mobile phone expenses.
- Advertising \$3,972 (198%) above budget. Purchase of Outdoor signage, banners, advertising material and related photography charges attributed to this.



The Uniform Shop finished the 2018 year with a \$8,694 loss, Out of School Hours Care (OSHC) finished the year with a loss of \$32,381 and Playgroup a loss of \$2,671. Whilst acknowledging that these are important services to the school community, we continue to monitor the financial viability of them.

Parents and Friends ran a number of community and fundraising events throughout the year. After funding the new Nature Play area, the remaining profit of \$20,785 will be carried over to 2019 for future purchases.

The 2019 cash flow budget and school fees have been set and approved by the School Board. We have budgeted for a surplus cash flow budget of \$64,000 for 2019. Although an increase of 3% was recommended by the Catholic Education Office, 2019 school fees will remain the same as 2018, whilst maintaining learning programs and school services.

C. Teunissen and Associates, Certified Practising Accountants, have completed an independent audit of the annual financial statements of the school for the year ended 31 December 2018.

I would like to thank fellow Finance Committee members, David Geil, Grace Parletto and Suzanne Budd for their time and support during 2018.

*Jo Freer*  
*Finance Officer*

## CATHOLIC IDENTITY & RELIGIOUS EDUCATION

The Catholic Identity of Dominican School is grounded in our Catholic faith and Dominican charism where the message of Jesus is embedded in all dimensions of school life and lived out by the community.

Our motto of Veritas means truth, where we seek the truth and what is right in all things, and our Dominican Pillars of Prayer, Study, Community and Ministry underpin our motto. Our pillars are experienced in a rich and faithful way and are integrated across the life of the school:

### **Prayer**

Prayer forms an integral part of our Catholic School and is an important focus at Dominican. We provide opportunities for prayer in the classroom as part of our daily routine and celebrate together through more formal *prayer services, liturgies and Masses*. We are fortunate to have a beautiful *Chapel* in the Convent building. Both class and staff prayer are regularly held in this sacred space. *Community prayer* occurs on various Friday mornings. Teachers have willingly taken on the role of preparing a short prayer service with their students to lead these communal prayer gatherings. This continues to be a meaningful way to end our week.

Our staff prays regularly together. We gather for *staff prayer* every Thursday at 8.20am. This is invitational and run by different staff members. Staff are enthusiastic in their approach and enjoy this time to nurture their prayer life. We have continued to engage with the process of 'doing theology' as a way to pray together to begin our staff meetings. This involves prayerful reflection of scripture that guides us in our decision making to take action and live our mission.

### **Study**

At Dominican, we value and support the *Catholic Professional Formation* of our staff. We dedicate one staff meeting per term and one staff retreat or reflection day per year to nurture the Catholic identity and formation of staff. A number of our teachers have undertaken study designed to enhance both their own understanding of Catholic theology and tradition, and their classroom teaching program. These teachers have either completed a Masters or Graduate Certificate in Catholic Education, and have continued to engage with professional learning opportunities on offer through Catholic Education South Australia.

The formal *Religious Education Program* is taught as a key learning area and our curriculum is based on the Crossways Religious Education Framework. It centres on 12 Key Ideas and Outcomes that explore how we believe, live and celebrate our Catholic Tradition. This includes Made in the Image of God as our Human Sexuality Program which is grounded in a Catholic understanding of the human person. Our Religious Education Program is also complemented by the other key learning areas in the curriculum. Our teachers are committed to engaging in ongoing professional learning and sharing of best practice in Religious Education to improve learning outcomes for our students. This is centred on deepening students' understanding of the Catholic Tradition and assisting them to develop an appreciation of its significance in their lives.

An initiative of Catholic Education is the ReLAT or *Religious Literacy Assessment Tool*. This is undertaken by all Year Four students across Catholic Schools in South Australia where students answer a series of multiple choice questions using an online assessment tool. The tool is designed to assess knowledge and understandings of Catholic Church tradition and story. Each year different aspects of the program are covered. At Dominican, the ReLAT provides us with a snapshot of children's learning in Religious Education and contributes to the rich data that is collected to inform teaching and learning.

### **Community**

Our tradition and faith formation of staff, students and families continues to be a strong focus and we are blessed to work in partnership with Fr Roderick O'Brien, our Parish Priest, and the Lefevre Catholic Community Parish. We embrace a range of *prayer and liturgical celebrations that connect us with families and the parish* that allow us to celebrate together and be in community. These include community prayer gatherings, evening family masses, class prayer services, buddy class masses, year level masses and whole school liturgies and masses.

As a school, we work closely with the parish to offer a *family faith formation program* that supports children to prepare for and celebrate the Sacraments of Reconciliation, Confirmation and Holy Communion. We respect that the celebration of the Sacraments is a family decision and provide support for those families who choose this for their children. Our Sacramental program is family focused, parish based and school supported. It is a robust, quality program that embraces current teaching pedagogy supported by sound Catholic theology. It includes parent evenings, family workshops and various rituals celebrated with the parish. Our 2018/2019 cycle has 7 of our students and families involved in the program.

### **Ministry**

Dominican School has a strong focus on mission, embracing the important work of *social justice and outreach to the poor and marginalised*. Throughout 2018, our school community has generously supported Caritas Australia's Project Compassion, the St Vincent de Paul Winter & Christmas Appeals, and Catholic Charities Month. We have also celebrated the Year of Youth, Catholic Education Week, Harmony Week, Child Protection Week and Reconciliation Week, to deepen our learning about justice for the poor. Our Year 6/7 Justice Leaders have been instrumental in driving many of these justice initiatives. Our staff also shared in a Faith in Action Day where we cooked for Fred's Van, baked for the Vinnies Women's Crisis Centre, prepared toiletry hampers for Catherine House and walked a mile from Semaphore to Largs Bay Jetty to raise money for the Hutt St Centre. As a community of faith, we are committed to living with love and justice by reaching out and making a difference to those in need.

Our Year 5-7 Sacristans and Altar Servers have been actively involved in serving our community at School and Parish Masses. With the support of Father Roderick, our Parish Priest, and Tricia Kore, our Parish Sacristan, 7 of our senior students have helped prepare the Church for our Eucharistic celebrations and have assisted Father Roderick during our Masses. We give thanks for these students for their ministry and service to our school and parish communities.

We look forward to continuing our journey of working in partnership with students, staff, families and the parish to support and strengthen our Catholic Identity at Dominican School.

*Alison Tanti-Clark*

*Assistant Principal Religious Identity & Mission*

## **LITERACY**

Achievements in 2018 included staff moderation of student learning, time and opportunity for staff to analyse centrally collected data and systematic implementation of the PAT R and PAT M test across the school. Results from these tests are continually analysed with a commitment to undertake this testing cycle twice each year in Term 1 and Term 4. In regard to our 2018 NAPLAN results, our school performed well across some areas tested, with improvements across Reading, (Year 5) Writing and Grammar (Year 3,5 and 7) and Punctuation (Year 5). Of equal importance was the significant student progress between tests, with a high proportion of our students showing significant growth from Year 5 to Year 7. In year 5 Writing – 88% of students reached national minimal benchmark. Our growth in reading and Numeracy displayed medium to upper growth – slightly above the average benchmark. Over half of our year 5's performed in the top three bands of punctuation and grammar. 97% of Year 5's reached benchmark in Reading and 100% reached benchmark in Numeracy. Our Year 7 data was overall solid. We use this data in conjunction with other forms of testing and observations such as the Early Years Observation Numeracy Tool, PAT Mathematics & Reading, Early Years Assessment, Oral Language Program and many other forms of qualitative and quantitative data.

Every year we participate in the Premier's Reading Challenge. In 2018 we focused on a whole school challenge as we aimed for as many students as possible at Dominican School participating. The participation rate has been slowly growing over the years.

In 2018 Early Years teachers worked together to analyse data and develop a school-based intervention programme. These programmes continue to support our existing intervention strategies in the Early Years. One such programme included our Early Literacy Intervention initiative which focussed on providing extra support for students working below the expected benchmark for their year level.

Each year every student in their fifth term of school is assessed using the Early Years Assessment Tool. This assessment consists of 5 observation tasks designed to provide the teacher with rich information about a child's reading and writing behaviours. In 2018 this process changed slightly. Testing is still occurring in Term 1 and 2 however the type of assessment is different and the EYA is now referred to as 'First Years of School Assessment'. Together with the new, 'Record of Oral Language' assessment this provides us with valuable data and is recorded on a central data base through Catholic Education SA.

In 2016 we began the process of developing a shared literacy agreement across the whole school. In 2019 we aim to incorporate new spelling initiatives into the agreement. We will use the data we have collected, in conjunction with teacher questionnaires to guide us in this process. Our aims for 2019 are to continue using this shared agreement and ensure a consistency of pedagogies in literacy. We continue to use whole school moderation processes and we continue drilling deeper into our data collections to support precision teaching.

### **Resource Centre**

Last year we hosted a very successful Scholastic Book Fair in the beginning half of the year. This was extremely popular, with many students and their families browsing and purchasing books. The commission from these Book Fairs enabled us to purchase resources for our Resource Centre. Thank you to the parents who coordinated the Book Fair and to the many parents who assisted with setting up the display and selling of books.

Book Week is an annual event that celebrates books and reading. An integral part of this week is the announcement of the Australian Book of the Year. Our school always purchases the books shortlisted for this award and our teachers and students love to read and engage with these texts. Last year we organised and planned some special activities for our students. As part of the festivities we held our much loved dress-up day. This has been a highlight for the past five years and has become an annual tradition.

Our vision last year was to continue developing the Resource Centre into a flexible and integrated learning hub. We have achieved this goal with different types of furnishings that support student learning. The Resource Centre also houses our iMac computers to enable easy access for students.

## **NUMERACY**

In 2018 Numeracy skills development and implementation of contemporary teaching pedagogies in Mathematics was an area of focus for Dominican School.

Achievements in 2018 included the ongoing development of teacher pedagogy in following a consistent lesson structure, including a warmup, inquiry based task and a share during each Maths lesson. There was also significant progress made in teacher professional development and learning, through a variety of modes and presenters. Staff made a concerted effort to include parents and families in the learning process and keep them informed of our change and approach to teaching. Dominican school successfully worked

to use PATM data to observe trends in areas of strength and areas of need in Numeracy from Years 3-year 7. This data led to implementations for an automaticity focus in 2018.

In 2018 Dominican school hosted a Numeracy open morning in Term 3. This was a time for parents to visit their child's classroom and see a Maths lesson in progress. Visitors were encouraged to engage in the activity with their children and help them with their learning. This morning also provided parents with the opportunity to see the maths lesson structure in action and examples of open-ended problem based tasks. This initiative is planned to continue. This session was well attended and supported positive parent engagement. This initiative is planned to continue.

In 2017/2018, Dominican school teaching staff had a significant focus on developing mathematics pedagogy. Teachers began this process by implementing open-ended investigations, encouraging varied solutions to mathematical tasks, employing open-ended questioning to develop articulation of processes used by students, and developing fluency in basic number skills. Using these contemporary approaches encourages students to practise the four proficiencies vital in developing Mathematical concepts - reasoning, problem-solving, understanding and fluency.

Across 2017 Dominican School professional learning communities (PLC) each had a Numeracy focus in which teams formulated a maths focus to track and implement strategies for in their classrooms. The journeys of each team, as well as findings, trends and successes, were shared as a staff. This sharing eventually led to staff initiating a whole-school automaticity focus for 2018. This was a highly successful initiative with many positive outcomes evident in children's learning and engagement.

## KIDS MATTER FRAMEWORK

In 2018 the staff at Dominican School completed professional development workshops, run twice a term by the CNWC Strategic Manager, Paul Cahalan. The Action Team explored the Friendly Schools Plus program and teachers resource books to support our teaching of social and emotional skills and to help develop a common language across the school.

At the end of 2018, the Action Team attended a one-day workshop to help us identify what our school's continuous journey will be and the future growth of social and emotional well-being at Dominican. The staff at Dominican also participated in a Professional Development day on Circle Time and have begun implementing at various levels the strategies learnt during this session. Other initiatives which support our wellbeing focus include: Restorative Practices, Trauma Awareness Strategies and Social/Emotional learning frameworks.

The Kids Matter initiative has now become Be You. Be You is a new National Framework for promoting mental health in schools led by Beyond Blue, Early Childhood Australia and Headspace and includes a range of tools tailored to school needs. Dominican school has registered as a Be You community and we look forward to participating in aspects of this program as well as providing families with ideas, strategies and support to be used in partnership with the school.

*Sofia Agnello*  
*Be You Action Team*

## SRC

2018 was another successful year of excellent student leadership. Two representatives from R-7 were selected for each class. Students in years 2-7 followed an official voting schedule and elected their representatives on Election Day, and students in R-2 used a hands up system.

Students were involved in many great opportunities throughout the year including; Clean Up Australia Day, World Environment Day at the Adelaide Botanic Gardens and Dominican's Got Talent.

We continued our focus last year on developing awareness for our environment. The whole school participated in Clean Up Australia day, where students accessed our local beach and streets to clean up rubbish from the footpaths. This focus was then taken back to school, with the students becoming more aware of the environment within our own school grounds.

In addition, the SRC students attended an excursion to the Adelaide Botanic Gardens on World Environment Day. Students learnt about the importance of looking after our environment and native species within the area. From this excursion, students looked again at the use of our recyclable bins and discussed ways in which they could encourage students to clean our yard at recess and lunch.

Dominican's Got Talent was an exciting opportunity for many students last year. With support, the SRC students coordinated songs, a time line for the day and were engaging MCs that encouraged and supported all our participants. This was a wonderful community event for all classes to be a part of and a fantastic way for students to showcase their talents in many different ways.

Overall, the student representative council had a very successful year with excellent leadership and fantastic community support!

*Bianca White*  
*SRC Coordinator*

## INFORMATION & COMMUNICATION TECHNOLOGIES

In 2018 at Dominican there was an ICT upgrade for students and staff. Aaron Moylan, ICT Technician also commenced work at Dominican. The ICT committee developed a strategy based on improved access and integration of ICTS to support learning.

Our strategy in 2018 has included:

- The purchase of 48 new laptops for students.
- The purchase of 2 new i-pads, which makes the total of 32 I-pads.
- The purchase of 2 laptop trolleys to house the laptops safely.
- The purchase new HP laptops for teachers.
- The purchase of 1 Mac computer for teacher use, eg, iMovie

The distribution of the new purchases are as follows:

- A ratio of 1:2 I-pads in Reception and Year 1 with 1 I-pad for every other year level.
- A ratio of 1:3 laptops in Year 2 and 3
- A ratio of 1:2 laptops in Year 4
- A ratio of 1:1 laptops in Year 5 and Year 6

*Sofia Agnello, Bianca White, Kelly Hywood, Tess Phillips*  
*2018 ICT Committee*

## PLAYGROUP

Dominican School Playgroup continued to thrive throughout 2018, thanks to the outstanding contributions of our parent community. Our Educational Support Officer, Nichola Lewis, along with parent volunteers has coordinated activities, welcomed newcomers and worked to build the profile of Playgroup. We appreciate the time and energy of Nichola who organises activities and ensures the smooth-running of the sessions. We continued to gain new enrolments throughout the latter part of 2018. It has been wonderful to see many new faces quickly becoming Playgroup regulars.

Located in the transportable building near the playground, the Playgroup room is an inviting space with many resources to engage toddlers and pre-schoolers and spark their creativity. It is also conveniently located adjacent to our playground and nature play where students benefit from much dramatic, imaginative and gross motor activities.

Playgroup includes a range of activities, typically including:

- Sharing books
- Singing songs and dancing
- Sand pit, tee-pee and playground play
- Talking about being safe, safety and emergencies
- Yoga
- Birthday celebrations
- Easter egg hunt
- Play dough fun
- Craft activities – these included making Easter baskets, icing and decorating biscuits, Christmas craft, Mother's Day and Father's Day craft.

In 2018 Playgroup for babies, toddlers and pre-schoolers continued to operate on Tuesday and Thursday mornings from 9:00am until 10:30am. Nichola Lewis, our Educational Support Officer will continue with her outstanding work in coordinating the program on both these mornings.

## OUT OF SCHOOL HOURS CARE

In 2018, Dominican OSHC had a fantastic year learning new skills and building passions which have ignited the desire to learn new skills and build relationships going into 2019.

In the year of 2018 Dominican OSHC have been focusing on:

- Safety in and around the around the school
  - During 2018 we have ensured that school had an extra sense of security through the gates and specific school doors being locked during BSC, ASC and vacation care periods.
  - Along with this we have a new procedure where parents have to press the buzzer for an OSHC Educator to come out and unlock or lock the gate for the parent to be either let in or out when collecting their child.
  - After discussions with parents and OSHC Educators we have also put in plans for a new gate in 2019 to improve the ability to work with the children and make sure the gate stays locked when required.
- Inclusion support
  - In 2018 we have worked very hard on making sure everyone is included and all the student's opinions are listened too.
  - We have also made sure to keep working on the extra support which is required for students with extra needs or abilities.

- We ensured that parents have been involved in all discussions to get the best for the child.
- Program implementation
  - Throughout the OSHC a program has been implemented, led by Nyree, and we have seen a difference in the involvement from students, staff and family.
  - There has been greater community involvement through family surveys and our floor book which is seen when you walk through the door into OSHC.
  - Program activities have been set after discussions with children and families to decide what interests them and would benefit the child the most.
- Belonging focus
  - There has been more of a belonging focus around OSHC where students are becoming more confident in what they would like to do in OSHC and in voicing their opinions both in OSHC and the wider school community.

Plans for 2019:

- Continue to help more students be involved with all activities while gaining new skills and friendships.
- An updated gate to make it easier and safer for both parents and educators.
- A stronger belonging focus for all students so they feel safe and happy to voice their opinions while in OSHC.
- Aiming to get closer to being in the positive financially –if not already - so there is more of an ability to complete more in depth and out of the box activities.
- To continue to promote a high quality and educational service for all members of the community while increasing attendance numbers.

*Taylor Bayly*  
*Acting Director*

## OUT OF SCHOOL HOURS SPORT

Dominican School has a proud history of representing Out of School Hours Sport and 2018 was no exception. We had over half of our school population participating in one or more of the following sports throughout the year: Soccer, Basketball, Netball and Cricket. With an emphasis on participation, skill acquisition and enjoyment, our students, parents and other supporters represented us well. 2018 was surely an impressive year!

We would like to once again extend a special thank you to David Sands who has continued to undertake the role of school delegate; helping us coordinate school soccer – by far the most demanding and time-intensive of our sports. David’s role included: attending meetings of the North West Junior Soccer Association; registering players and teams; communicating important information from the association; organising teams, liaising with coaches, and helping with the distribution of soccer tops for each player, just to name a few.

We experienced many successes on the Soccer pitch; Dominican students went onto the field with a ‘can do’ attitude every week and displayed great sportsperson-ship both on and off the field. Although we did not have a senior Dominican team, four of our Year Seven students joined Grange Primary to participate in the 2018 knock out cup. They prevailed winning the final in such emphatic style. We are fortunate to have so many students enjoying Saturday morning soccer and building closer relationships with each other in such a supportive environment.

With so many students playing soccer each Saturday morning it is no small task to make it all work smoothly. Our thanks once again to David Sands and all team coaches and managers for their time, commitment and participation.

The Basketball stadium in Port Adelaide is the venue for after school Netball on Mondays and Miniball (Basketball) on Thursdays. Last year we entered several Netball teams for the season. Our students not only learnt the fundamentals of passing, catching and shooting, but developed a deep sense of teamwork and a love for the game throughout the year long season. In Basketball, the graph of improvement for all students is always staggering, especially for our youngest players who move from 'travelling', 'double-dribbling' and 'stepping' to moving the ball up and down the court with skill and in accordance with the rules.

These teams would not be viable without the support of coaches, scorers and supporters to cheer them on. We thank all of these people who generously gave of their time, energy and expertise on the court.

Cricket is played during Terms one and four and is open to senior students as well as students from Year 2 who can play Kanga Cricket. Regional Cricket is well structured to support the development of beginners who play with soft balls and plastic bats through to the Year 6/7 competition who use harder balls and the full array of protective equipment.

In 2018 we had a Kanga cricket in action. It was great to hear the enthusiasm from the players as they regularly shared stories of successes and many laughs along the way! Cricket is a game that can be played at school, home, for a club or even at the beach! It is great to see our students representing Dominican school proudly.

Our sincere thanks to all parents who coached, umpired, scored, managed and supported Cricket. The players are fortunate to be able to play because of these special volunteers.

We thank all coaches and managers for their generous support of this program; without you Out of School Hours Sport would not operate. We also thank the staff of Dominican School who support students with a range of Sports Carnivals and activities throughout the year.

*Matt Kosta*  
*Out of School Hours Sport Coordinator*

## **PARENTS AND FRIENDS**

In 2018 our aim was to bring the school community together for social and fundraising activities. Our fundraising has again been aligned with our ideal to improve school facilities for students, looking to add to the nature play space, and improving student and family well-being.

We started 2018 with our first ever Big Family Fun Night. A night where we invited new families to come and join our school community in a relaxed atmosphere. With small activities, BBQ and a bouncy castle, students got to reconnect and families join together to celebrate the start of the year.

Our largest fundraising events are the Easter Raffle, Entertainment books and the Mother's and Father's Day stalls. For the third year running the Sports Day BBQ was a great success. It helps to really encourage the community to come together. Our volunteers now have it running like clockwork. The Easter Raffle was very successful again this year and it is always a delight for students with all of our Easter activities and the excitement of possibly winning one of the many prizes that are donated.

The school disco is also an event that is enjoyed by students and develops a good sense of community whilst at the same time being a great fundraiser and great fun.

The now Annual Book Fair was again a great success bringing students and literacy together and welcoming families into the school. As a committee this year we decided to take the profit from the Book Fair as books rather than money which was a great support to the library and to the literacy program.

At the school Concert this year we saw many new volunteers giving their time, and families again coming together and celebrate with food, drinks and icecreams.

This year we worked with the Year 6/7 Canberra fundraising group to run our first Quiz Night. It was a fantastic way for parents and the community to come together and enjoy being together in a different way (without students). Although a lot of work, the feedback received was fantastic and we are planning to hold another similar event this year.

Once again we ran our Father's Day breakfast and introduced a Mother's Day breakfast which were beautiful events. Seeing the community once again come together and invite special people into our school is a real joy. This year we involved the coffee van who supports us at sport day. They are just great days and a really special time for some children whose parents don't get to participate in many other school activities.

2018 saw the continuation of Breakfast Club and an expansion to 5 mornings a week. This is run by volunteers who value a healthy start to the day. All students are welcome to come and have some toast or weetbix, sometimes eggs, fruit, yoghurt and in winter the occasional milo, making sure all students have access to breakfast and are ready for learning.

P&F continue to manage and run the canteen. Although only a small margin of profit is applied to each item students continue to support us and show interest in our new products as we trial more healthy ideas as well as weekly treats.

This year we applied for a Catholic Education Grant to support parents and caregivers and we used this to bring Bill Hansberry to the school for 2 parent sessions. Although he only spoke to a small group, his words were both reassuring and inspiring, and we received 2 copies of his books for parents to use.

P&F have also supported the school community with a BBQ for the Sports Presentation Night and by donating funds to help support the Year 6/7s on their Canberra Trip.

We held our meetings during the day on Wednesdays as we found this to be the most successful time for attendance and organisation, however we are looking to introduce some new times after school hours to encourage new volunteers. We are also looking at ways to invite the wider community in to volunteer and support the school.

We would like to take this opportunity to thank the many parents and family members who volunteer their time to help us run all these great events for the school and at the same time build our community spirit. Your time and efforts are greatly appreciated.

We look forward to 2019 and continuing with our fundraising goals working towards school improvements and student well-being. Our list of events and activities are slowly growing and we are focussed on supporting the school and students in whatever ways we can.

Thankyou

*Nicolle Schrapel*

*P&F Co-Ordinator*

## WORK HEALTH AND SAFETY

At Dominican School, Semaphore we are committed to providing a safe and healthy working environment for all workers, contractors and volunteers. 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.

To assist in the management and safety of staff (including contractors and volunteers) the following health and safety related activities occurred during 2018:

- Risk assessment on all school events / excursions
- Follow up of non-tagged items
- Workplace Inspections (twice per annum)
- Adherence to emergency evacuation / lock in procedures
- 90 min run down for emergency exit lights and emergency LED lights maintenance of register and corrective actions
- Update to risk assessment register
- Contractor register updates
- Rectification works for failed RCD
- RCD push button test
- Exit and Emergency Lighting run down
- Attendance of WHS coordinators meeting (once per term)
- Inductions for new staff, volunteers and contractors – records maintained
- Accident and injury reporting and investigations including record maintenance upkeep.
- Monitoring of corrective actions implemented
- Harassment contact officer renewal training to key staff
- RAN online refresher training of staff
- New staff participation in Learning Manager modules, such as:
  - SACCs procedure for responding to Bullying and Harassment in the Work Place
  - Code of Conduct
  - WHS and Injury Management Policy
  - Emergency and Critical Incident Management Procedure
  - Hazardous manual Tasks Procedure
  - Fall Prevention Policy
  - Hazard Management Procedure
  - Preparing for Fire and other Emergencies
- Nomination of school Health and Safety Representative
- Completion of first aid risk assessments (checks and updates to kits/duty bags and first aid room)
- Employee Assistance Program – information made available to staff
- Availability of safety bulletins to staff containing information on risk assessments, quality and relevance
- Updated policy and procedures provided by the Catholic Safety Health and Welfare SA
- Continual update of certificates of compliance register for electrical data (inc plumbing) work
- Regular report to School Board
- Battery recycling
- Asbestos management plan register up-keep
- Monitoring of hazard register

*Carmen Larwood*  
*WHS Coordinator*

