

HOLY CROSS SCHOOL

2017 School Annual Improvement Plan

GOAL FOR FOCUS AREA 1: Celebrated and Lived Catholic Identity

- 1. Develop and clearly articulate the Holy Cross Charism and our Catholic identity, to be known as the Holy Cross Way
- 2. Continuation of the implementation of Positive Schools, and explicit alignment with our Catholic identity and charism
- 3. Revise the current structure of the Holy Cross Learning Support Department with the view to providing a better model of support for teachers, students and parents / carers as per the Shaddock Report
- 4. Review of the current Holy Cross SEL program and alignment with well-being initiatives and intervention programs with explicit reference to the Holy Cross Way
- 5. Reignite the P&F through Parent Engagement and increased opportunities for community building
- 6. Increase the publicity of the many Holy Cross Service and Outreach programs and look for additional ways to connect with those in need

1. To develop and clearly articulate the Holy Cross Charism and our Catholic identity, to be known as the Holy Cross Way:

STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 align and refer to our charism within the weekly Positive Behaviour Focus 	 when discussing behaviours and the Holy Cross Positive Behaviour Policy, refer to the Holy Cross Charism ongoing parental engagement and unpacking of the Holy Cross Positive Behaviour Framework 	 incorporate discussion and reference of the Holy Cross charism in staff, P&F, Board and Finance meetings and newsletters source Parent Engagement PD relevant to our charism 	 cost of publication and flags for the front of the school ≈ \$2,000 cost of PD to be charged as an entry fee and subsidised by the P&F (grant application for \$4,000)
o regular reference to the Holy Cross charism (the Holy Cross Way) in the school newsletter and other forms of communication	 ongoing unpacking of the Holy Cross charism with staff and students creation of posters and other forms of art work to promote our charism 	 adjust weekly assembly to reinforce and revisit the Holy Cross Way 	 cost of art materials and design fees ≈ \$500
o align Staff Committees with our charism and SAIP so staff can see the direction and purpose of all the extra things they do	 revamp the current staff committee document to align with our charism headings encourage all staff to volunteer to sit on one committee for the year 	 present the document to staff and explain the purpose for the restructure provide time at staff meetings for staff to meet e.g. BITs and informal conversations 	o none required

- explicitly show how the Holy Cross charism is lived on a day to day basis throughout the school
- align the weekly
 Positive Behaviour
 Focus with our
 charism and explicitly
 demonstrate the
 connection
- use our weekly newsletter, Cairns Post, Facebook and other forms of communication to educate members of the wider community
- adjust the publication of the Positive Behaviour Focus to highlight how it relates to our charism
- Cost of advertising in newspaper

2. Continuation of the implementation of Positive Schools, and explicit alignment with our Catholic identity and charism:

factory and charism.			
STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
O Revision of the Holy Cross Positive Behaviour Framework. Formally endorse the document and share with the community	 Continuation of the upskilling of teachers in positive education practices and restorative practices Building of parental understanding, and the strengthening of partnership in relation to values, expectations, and a common pathway 	 Participation of staff at the Positive Schools conference Continuation and refinement of practice by the 'Positive Behaviour Team' Continued Upskilling and PD for whole Staff. Forums and PD for parents developing understanding and shared practice 	Cost of PD funded through Teacher Capability Grant and school PD budget
 Review the Holy Cross newsletter and look for ways to highlight and promote positive behaviours throughout the school community 	 Building of parental understanding, and the strengthening of partnership in relation to values, expectations, a common pathway 	 Inclusion of articles of interest on the Parent Portal with reference in the fortnightly newsletter 	None required
 Update the Assembly reward systems and certificates 	 Update the Student of the Week certificate to align more closely with the Holy Cross charism and positive behaviour focus Align the awarding of certificates to align with the positive behaviour focus 	 Prompt regular communication with staff 	 Cost of design and printing of new certificates

	 Introduce a class award aligned with the weekly positive behaviour focus 		
 Explicit instruction regarding the role Holy Cross School plays within the parish and the mission of the Catholic church 	 Inclusion of a 'Message from the Parish' in the newsletter Invite Father Neil along to P&F meetings and functions Review 'APRE News' with an increased focus on communication from Pope Francis, and events taking place both within our Parish and across the globe 	 Allocation of staff meetings Sourcing of appropriate material for the newsletter Staff PD 	None required
 Review of inclusive practices, and restructuring of the current Learning Support model 	 Redefine the purpose and place of Learning Support at Holy Cross Unpack policies and procedures with regards to inclusive education 	 Relocate Learning Support department to the ground floor in A Block Consider staffing arrangements Review role descriptions Investigate best practices in inclusive education Staff PD Parent PD 	 Cost of staff and parent PD
 Increased awareness of the Holy Cross service and outreach initiatives and regularly share with the wider community 	 Look for additional ways to demonstrate our Holy Cross charism Unpack our charism with the Justice Squad to align their work with our mission as a school community Investigate the use of ICT to promote ways in which we serve and reach out to others 	o Consider refocusing the role of the student committees, in particular the Justice Squad	o None required
 Strengthen our connection with our past through the celebration of the 30th anniversary of the opening of the school 	 Seek assistance from staff with the organisation and promotion of our anniversary Promote the anniversary throughout the Parish and community, and 	 Set up a staff committee 	o \$10,000 (6211)

seek assistance with the gathering of information Engage the services of the Holy Cross ILO to reconnect our community with our past	
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3. Revise the current structure of the Holy Cross Learning Support Department with the view to providing a better model of support for teachers, students and parents / carers as per the Shaddock Report

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STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 Appointment of a second Learning Support Teacher 	o None	 Appoint suitably qualified teacher Provide a mentor and appropriate support to ensure a successful transition 	 Staffing budget
 Creation of two additional classrooms to provide work areas for School Officer who offer student support and enrichments 	o none	 Employ a builder to design and install learning hubs to enable School Officers to work with small groups of students 	\$30,000
 Educate parents on inclusion and acceptance of students with disabilities 	 Building of parental understanding, and the strengthening of partnership in relation to values, expectations, and a common pathway 	 Sourcing appropriate PD 	o None required
 Incorporation of Enrichment within the role of the Teacher Librarian 	 Investigate best practice for teaching and learning across the Diocese and beyond Use of PLCs to highlight students and look at ways to enrich their learning Investigate the use of a STEM lab to enrich students' learning 	 Use of PLCs to support this initiative 	 Staffing budget Teacher Capability funding

4. Review of the current Holy Cross SEL program and alignment with well-being initiatives and intervention programs with explicit reference to the Holy Cross Way

STRATEGIES TO ACHIEVE	CAPACITY BUILDING	PROCEDURAL	BUDEGETARY
GOAL	REQUIRED	CONSIDERATIONS	CONSIDERATIONS
Review and revamp current SEL program	o Set regular meeting time with APRE, Holy Cross Counsellor and Principal	 Investigate the purchase and implementation of Second Step program Assign regular meetings with staff on the use and implementation of this program Visit schools currently using the program to ensure a successful transition Align Second Step with ACARA and Program Achieve Investigate ways to ensure Organisation is appropriately taught across the school 	o \$3,500
 Create a whole school vision for SEL Align the work carried out by the Counsellor and the SEL coordinator to provide consistency and targeted intervention across the school 	 Arrange fortnightly meetings Coordinate time in the classroom rolemodelling to staff how to deliver the SEL program 	 Investigate a range of intervention programs to assist with appropriate selection Survey staff regarding student needs 	None required
Education of parents in SEL	 Provision of appropriate PD and relevant articles in the newsletter and on the Parent Portal Organise a Parent Night to promote the new program with suggestions for ways parents can continue addressing SEL at home Attend P&F meetings to communicate direction of school and seek their feedback and support with the process 	 source articles of interest on SEL upskill staff on current SEL initiatives 	None required

o 'Keeping it Alive'	 Use songs and clips at assembly to reinforce lessons taught in the classroom Refer to recent lessons during Buddy Time / teach SEL during Buddy Time 	 Create visuals around the school using student contributions Use 'Look what's been going on in'section of the newsletter to promote SEL 	
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5. Reignite the P&F through Parent Engagement and increased opportunities for community building STRATEGIES TO ACHIEVE **CAPACITY BUILDING PROCEDURAL BUDEGETARY GOAL REQUIRED CONSIDERATIONS CONSIDERATIONS** Have Parent Clarification as to the Investigate ways None required purpose and place of Engagement as a parents can support regular item on the Parent Engagement at their child / children's educational journey Agenda at P&F **Holy Cross** Unpack 'the Holy Cross Facilitate conversation meetings Way' with parents to through regular clarify the necessity of reference to 'the Holy Cross Way' at parent Parent Engagement and the important part gatherings they play in our school community Look at how P&F Funded by P&F o Raise the profile of the Appoint a working P&F and strengthen operates in other party to investigate communities and pull their focus on the needs of our community building rather than fund Refer to the o Make the P&F more raising constitution and visible e.g. photos, reflect on the role of badges, shirts, FB the P&F within our coverage and community (update if acknowledgement at required)

6. Increase the publicity of the many Holy Cross Service and Outreach programs and look for additional ways to connect with those in need			
STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 Review and revise the Holy Cross Newsletter to promote and celebrate our Catholic Identity our contribution to the Parish and wider community 	 Unpack and brainstorm with students what we are currently doing and what we can do to build upon our current processes and procedures 	 Incorporate Service and Outreach initiatives during Catholic Education Week Plan ahead for CEW activities 	None required
Investigate MiniVinnies	 Justice Squad to contact Mini Vinnies and consider how this 	 Add to the agenda at meetings 	None required

	could be embraced at Holy Cross		
Encourage the Photographers Club to be present at all events worthy of promotion	 Organise regular meeting times for students to gather and plan ahead 	 Keep up to date with initiatives in the community 	None required
Look at ways to promote Service and Outreach through curriculum programs	 Review current units of work to look for opportunities for integration 	 Add to 'BIT' (Brilliant Ideas for Teaching) section of staff meetings 	None required

SECTION 2: SCHOOL IMPROVEMENT STRATEGIES (DEVELOPMENTAL)

FOCUS AREA 2 (School and CES Generated)

GOAL FOR FOCUS AREA 2: Culture that Promotes Learning

- 1. Develop and enhance Professional Learning Teams to improve teaching practice, data analysis and student learning outcomes in reading
- 2. Build upon the foundation of the school culture of positive schools and relationships
- 3. Develop a stronger 'Culture for Learning', and ownership, direction and reflection of learning
- 4. Increase student engagement and ownership of their learning through the use of ICT and 21st century teaching practice

1. Develop and enhance Professional Learning Teams to improve teaching practice, data analysis and student learning outcomes in reading

STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 Appoint a Professional Learning Teacher to facilitate the launch of the Holy Cross Professional Learning Community (PLC) and Professional Learning Teams (PLT) 	 PLC's to be set up around quality Literacy instruction and coaching A PLC facilitator to plan for and facilitate team meetings with a focus of reading and data. Upskill the facilitator to lead improved practice 	 Training staff to lead PLC's Opportunity for fortnightly release together as a team to participate in PLC's Identified Leader of Pedagogy 	 9 Hrs per week addition to the staffing schedule SAIP Funded = \$36,000
o Provision and allocation of staff PD on the use of the BI Tool for analysis and discussion of data to enhance student learning	 Upskilling staff in the use of the BI Tool Building staff capacity in the reading, analysis and use of data. Investigate best use of data 	 Engagement of Janine Connolly to upskill the Leader of Teaching and Learning and BI Tool and data analysis Engagement of Janine for staff PD 	None Required
 Improved reading standards 	 Research and trail best practice of the teaching of reading with maximum impact to improving standards Observation of best practice and analysis of the pros and cons in the context of Holy Cross School Use of data to inform progress Opportunity for coaching and observation of own 	 Access to coaching and mentoring Access to Professional development in the teaching of reading Engage Literacy coaches to model, observe and assist with the development of best practise 	 CES Coaching Allocation CES Visible Learning Allocation SAIP = 51,308 Teacher PD Days by 4.

practice to improve outcomes.	

2. Build upon the foundation of the school culture of positive schools and relationships			
STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
o Completion and publication of the Holy Cross Positive Behaviour Framework with a strong focus on respectful, caring and positive relationships between staff, students and parents	 Continue to upskill teachers in positive education practice Build parent school understanding and partnership in relation to values, expectations, a common pathway 	 Participation of staff at the Positive Schools conference Continue and refine practice of the 'Positive Behaviour Team' Continued upskilling and PD of whole staff Forums and PD for parents developing understanding and shared practice 	 School PD Budget and Teacher Capability Funding

3. Develop a stronger 'Culture for Learning', and ownership, direction and reflection of learning			
STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 Clarification of what it looks like to be a successful learner at Holy Cross, and for students to be able to articulate this 	 Professional development for staff and development of the staff understanding of a successful learner 	 Develop lessons and visuals to assist building student understanding and shared language Survey students both at the beginning and end of year to gauge success 	None Required
 Strengthening of parent engagement, so they are seen as partners in student learning 	 Investigate best ways to engage parents Upskill staff in effective communication with parents 	 Forums and PD for Parents developing understanding and shared practice Newsletter articles sharing professional 	o None Required

		material, readings, strategies and understanding of learning Regular opportunity for parent teacher discussion and communication	
 Continuation of Visible Learning throughout the school 	 Culture of open classrooms, teacher walkthroughs and observations. PLC's set up around quality literacy instruction and coaching Develop in students a culture for learning and achieving 	 Regular opportunity for observation of other classrooms and teacher Opportunity for fortnightly release together as a team to participate in PLC's Opportunity for observation of best practise and PD 	 None Required

4. Increase student engagement and ownership of their learning through the use of ICT and 21st century teaching practice

century teaching practice			
STRATEGIES TO ACHIEVE GOAL	CAPACITY BUILDING REQUIRED	PROCEDURAL CONSIDERATIONS	BUDEGETARY CONSIDERATIONS
 Appointment of an e- Learning Coordinator to support and enrich learning opportunities through the use of ICT, including a one-to-one program in Years 3 to 5 and a STEM lab 	 Upskill teachers and staff in the best use of ICT Upskill our eLearning coordinator in 21st Century practice Investigate programs, app, and devices for most effect 	 Train staff to lead eLearning Opportunity for fortnightly release together as a team to participate in PLC's Identified eLearning Coordinator 	7 Hrs per week in addition to the staffing schedule SAIP Funded = \$20,000

SECTION 3 MAINTENANCE STRATEGIES

	CHOOL EFFECTIVENESS RAMEWORK DOMAIN	SCHOOL STRATEGY	INDICATORS OF PROGRESS	CES SERVICE DELIVERY
1.	Celebrated and lived Catholic Identity	 Major strategy above 		
2.	An Explicit Improvement Agenda	 Improve data use Instil a commitment to improve well-being and learning for all Articulate our 'two rocks' regularly to the Holy Cross community so they have clarification as to our direction for 2017 		
3.	Analysis and Discussion of Data	Major strategy above		
4.	A Culture That Promotes Learning	 Major strategy above 		
5.	Targeted Use of School Resources (including response to targeted funding priorities)	 Careful budgetary considerations to improve teaching and learning spaces (courtyard and size of classrooms) Investigate grants to support students with disabilities, in particular with the creation of a sensory garden Continuation of Literacy Coaching initiative Reorganise Library to promote Information Literacy across the school Investigate the creation of a STEM lab for 2018 	0	

	CHOOL EFFECTIVENESS RAMEWORK DOMAIN	SCHOOL STRATEGY	INDICATORS OF PROGRESS	CES SERVICE DELIVERY
6.	An Expert Teaching Team	 Implement new Teacher Induction initiative Include professional learning into Weekly Notices Leadership Team to attend 'More than Beautiful Leaders' PD Introduce Learning Journals at the start of the year and provide Learning Intention stickers at the start of every meeting to promote their use 		
7.	Systematic Curriculum Delivery	 Review of assessment model at Holy Cross to ensure students are not over assessed Review current yearly overview and endeavour to reduce the content Continuation of Visible Learning initiative Consider ways to deepen understanding of concepts through enrichment initiatives and more control over the direction of their learning e.g. Maths Journals 		
8.	Differentiated Teaching & Learning (including Literacy and Numeracy Action Plan)	Major strategy above	0	0
9.	Effective Pedagogical Practices	Major strategy above	0	0
10.	School Community Partnerships	 Strengthen the link between the Parish and Holy Cross and look for additional ways to connect more regularly Celebration of 30 year since the opening of Holy Cross School 		