Tenison Woods Catholic School

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ANNUAL GENERAL MEETING FOR YEAR 2020 17 MARCH 2021

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AGENDA

1 Welcome & Gathering		
1.1	**Meeting Start Time:**	6.00pm
1.2	**Present:**	As per attendance sheet
1.3	**Apologies:**	Fr Peter Zwaans
1.4	**Welcome:**	Matthew Arentz
1.5	**Opening Prayer:**	Rita Campbell
1.6	**Confirmation of Previous Minutes:**	18 March 2020

2 Voting of Nominees and Introduce New Board
Nominations from:

3 Reports	
3.1	**Chairperson**
3.2	**Principal**
3.2	**Parish**
3.3	**Finance:** including passing of budget for 2021
3.4	**Staff**
3.5	**Parents and Friends**
3.6	**WHS**

4 Conclusion		
4.1	**Date of next meeting:**	TBA
4.2	**Meeting Closed:**	

MINUTES OF AGM FOR YEAR 2019, 18 MARCH 2020

1. Welcome & Gathering		
1.1	**Meeting Start Time:**	6.25pm
1.2	**Present:**	John Low, Rita Campbell, Sarah Byrne, Jackie Stepien-Hulleman, Kirsty Miller, Matthew Arentz, Rebecca Jucha, Paula Freer, Vincent Maresca, Fr Peter Zwaans
1.3	**Apologies:**	Bianca Ayres, Helen Ricci
1.4	**Minutes:**	Anna Pivato
1.5	**Welcome:**	Matthew Arentz
1.6	**Opening Prayer:**	Rita Campbell
1.7	**Confirmation of Previous Minutes:**	20 March 2019 It was **MOVED by** Rebecca J., Jackie S.P. 2nd that the Minutes represent a true and correct depiction of the previous meeting.

2. Voting of Nominees and Introduce New Board	
2.1	2 Positions with 1 nomination Nominees: Matthew Arentz, 2nd John Low All nominations accepted by Matthew Arentz
2.2	**New Tenison Woods School Board members for 2020 are:** ➢ Fr Peter Zwaans -President ➢ John Low -Principal ➢ Sarah Byrne- Staff Representative ➢ Matthew Arentz ➢ Anthony Carbone ➢ Jackie Stepien-Hulleman ➢ Rebecca Jucha ➢ Helen Ricci ➢ Vincent Maresca- P & F Chairperson ➢ Ian Gardiner, Parish Representative Matthew Arentz announced new Board Members

3.	Tabled Reports
3.1	**Chairperson Report:** Matthew Arentz Report Tabled by Matthew Arentz ➢ Building works ➢ Focus on enrolments, going well. ➢ Financial management; Cash flow going well, debtors low ➢ NAPLAN results, increase in year 3 and 5 students ➢ P & F activities, good sense of community and thank you to Vinny and P & F Members ➢ Welcome to Rita and acknowledge Matthew's work as Acting APRIM

	➢ Thank you to everyone for their time on the school board in 2019 It was **MOVED** by Paula F. 2nd Vinny M. to accept this Report…..**CARRIED**
3.2	**Principal Report:** John Low Report tabled by John Low ➢ Intake of 39 enrolments in Reception, largest intake to date. ➢ 164 students in 2019, increase from 148 in 2018. ➢ Year 2 strategic plan focus, Catholic Identity, Focused vision and goals, Effective use of data. ➢ Staffing changes, welcome to Rita Campbell. Marcia's tenure concluded in 2019. Thank you to Matt Harrison for his work and being instrumental in raising numbers for sports carnivals. ➢ Paula Burns completed the Aspiring Leaders program. Paula has been appointed APRIM at St Brigid's Kilburn and Heather Docherty was employed as Year 5/6 teacher ➢ Samara Churchett was employed as a music teacher. The School Performance was fantastic and was held at a new venue, Christian Family Centre. Students also participated in the Catholic Schools Music Festival in September. ➢ Camp year for all year levels: • R-1 sleepover • Year 2 & 3 Zoo snooze • Year 4 & 5 Wilderness – Challenge Hill • Year 6 Canberra ➢ NCCD work has been a large amount of work for staff with accountability measures increased ➢ Master plan and building works ➢ Class spaces are working well, thank you to teachers for making this work ➢ Anthony Carbone and Paula Burns assisted with design of plan ➢ Thank you to Vinny for running P & F committee. ➢ Thank you to finance committee members Bozena, Rebecca, Bianca, Matt and Paula F. Thank you to Paula for ensuring all financial viability of the school. ➢ Thank you to Fr Peter for his partnership he has brought to our school. Mass numbers have increased, with classes attending weekly Mass. ➢ Thank you to board members. ➢ Thank you to Bianca for her time and work on the board. ➢ Thank you to Matt for his role as Chairperson, Bianca as Deputy Chairperson and Rebecca as Finance Chairperson. ➢ I have enjoyed working as Acting Principal in 2019 It was **MOVED** by Kirsty M. 2nd Rebecca J. to accept this Report…..**CARRIED**
3.3	**Parish Report:** Fr Peter Zwaans Tabled by Fr Peter Zwaans It was **MOVED** by Matthew A. 2nd Jackie S.P. to accept this Report…..**CARRIED**
3.4	**Finance Report:** Rebecca Jucha Report tabled by Rebecca Jucha

	➢ Income total $2,547,087.00 ➢ Expenditure total $2,573,501.00 ➢ Budget for 2018 was changed due to additional funding received during the year ➢ Thank you to Paula for her work on the finance reports and following up on debtors ➢ Outstanding debtors $18537.06 ➢ Capital works $221,341.00 ➢ Borrowings $1,912,298.00 due to land purchases and balance of 'Break Out Spaces' ➢ 5 Year plan ➢ 2020 budget ➢ Thank you to all finance committee members **Deficit Budget** for 2020 of $154,310.00 was presented at the AGM **MOVED** by Matt A., Kirsty M 2nd to accept this budget …..**CARRIED** It was **MOVED** by John L. 2nd Jackie S.P. to accept this Report…..**CARRIED**
3.5	**Staff Report:** Sarah Byrne Report tabled by Sarah Byrne ➢ Highlights; excursions, camps and performance ➢ Visible learning start in 2019; success criteria, walk throughs this year with focus being working on feedback ➢ Mindframe survey It was **MOVED** by Kirsty M. 2nd Rebecca J. to accept this Report…..**CARRIED**
3.6	**P & F Report:** Vincent Maresca Report tabled by Vincent Maresca. ➢ 2019 thank you to exiting members from 2018 ➢ New members for 2019 ➢ Thank you to volunteers for assisting during the year ➢ Fundraising events in 2019 include 2 successful wine drives run by Kirsty Miller ➢ Carly Ryan Foundation nigh ➢ Mother's Day and Father's Day stalls, thank you to all the volunteers assisting ➢ Election BBQ, donations from Nova 91.9 ➢ Bunnings BBQ, not as profitable due to Edwardstown store opening, thank you to all the volunteers who assisted ➢ Parent's night; well received, great venue. Thankyou to Stacey Forgione for organising ➢ Family movie day, thank you to Rebecca for organising ➢ End of year celebration, thank you to Kirsty and Jess for organising. ➢ Cash at bank $36254.56 as at December 2019. ➢ Total raised in 2019 was $13281.33 ➢ Thank you to businesses who support our fundraisers ➢ Thank you to P & F committee for fundraising It was **MOVED** by Paula F. 2nd Sarah B. to accept this Report…..**CARRIED**
3.7	**W.H.S. Report:** Linda Wooley Report tabled by John Low

	➢ 15 accidents/incident ➢ 8 hazards ➢ Thank you to Linda Wooley for her diligence in this area ➢ Learning manager system which staff are expected to complete ➢ Risk assessments It was **MOVED** by Jackie S.P. 2nd Kirsty M. to accept this Report…..**CARRIED**

4. Conclusion		
4.1	**Date of next meeting:**	TBA
4.2	**Meeting Closed:**	7.18pm

5. Chairperson's Signature that Minutes have been tabled	
Chairperson:	
Signature:	

CHAIRPERSON REPORT – Matthew Arentz

Welcome to the Tenison Woods Catholic School Annual General Meeting for 2020

This has been my third year on the Board and my second full year as Chairperson.

In 2020, our School Board comprised of:

- Fr Peter Zwaans (President);
- John Low (Principal) from March 2020 to April 2020;
- Peter Mercer (Principal) from April 2020 to present:
- Sarah Byrne (Staff Representative);
- Matthew Arentz (Chairperson);
- Anthony Carbone;
- Jacquie Stepien-Hulleman;
- Rebecca Jucha (Finance Chairperson);
- Helen Ricci;
- Vinny Maresca (Parents & Friends Chairperson)
- Ian Gardiner (Parish Representative).

COVID-19

Reflecting over the last 12 months, it is with a sense of relief and gratitude that I prepare this report, considering;

- what we were faced with in March/April 2020; and
- where we are fortunate enough to find ourselves now.

I have vivid recollections of late March/early April 2020, when the world turned into an unpredictably chaotic place, and it was almost impossible to predict where we would be next week, let alone in a year's time.

I would like to take this opportunity, on behalf of the Board and the parents of the school, to thank the teachers, management and administrative staff for their resolve, patience and care during this unprecedented year.

The stability you have been able to give to our children in the most unstable of times has been much appreciated somewhat inspiring (I lasted about 4.5 days home schooling – I don't know how you guys do it four terms a year!!)

Additional government funding, in the amount of approximately $50,000.00, and financial support from CESA with regard to fee remissions, also provided much needed support and relief to the school community, and we are grateful for the same.

With the ups and downs of COVID came the requisite cancellations and postponements – casualties included the Canberra trip, Mother's Day stall, and Carols evening.

That said, the P&F, under the Captain America like tutelage of Vinny Maresca, was still able to put on events like Shrove Tuesday pancakes, the Father's day stall, and Pasta day, with much success and enjoyment for all involved.

PRINCIPAL

John Low came to the school community in Term 3 of 2018 and guided us through the finalisation of plans for, and commencement of, building works as well as setting in train our strategy to build student enrolments to meet our long-term financial plans.

John left us in April 2020 to take up substantive principal position at St Catherine's School, and we wish him all the best in his new position.

I take this opportunity to thank John for his significant contribution during his 18 months at TWCS.

Peter Mercer joined us in April 2020, in the midst of the COVID madness, and brought steady hand and friendly face at a time when it was much needed. In the almost 12 months he has been here, Peter has become an integral part of our school community and I would like to take this opportunity to thank him for his hard work and dedication in 2020.

COMPLETION OF BUILDING WORKS

The school building works concluded on schedule in August 2020.

The new building is a fantastic addition to the school infrastructure, and I understand it is greatly appreciated by the children and staff alike.

I would also like to mention the installation of "Climbing Trees" nature play space on western side on oval, which was made possible by a $10,000.00 donation from Sarah Constructions and a $12,000.00 donation from P&F Committee.

FEE RESTRUCTURE AND SCHOOL ENROLMENTS

In 2020, the Board approved a school fee restructure, bringing annual fees down from $3,620.00 to $2,990.00, commencing from 2021.

The school free restructure has been designed to help increase enrolments, bringing new families to the school community, but the Board hopes the reduction also brings some relief to existing families and is small token of thanks for their ongoing commitment and support of the school community.

On a side note, current enrolments are at 166, and we hope to get to 175 by the mid-year census.

FINANCE

Under the excellent guidance of Paula Freer, our net cash flow for 2020 was $148,407.00 against a budgeted deficit of -$154,310.00 (meaning we ended up $302,717 ahead of our planned outcome).

The Finance Committee proposes a 2021 budget deficit of $80,273.00, based on student enrolments of 173.

END OF TENURES

It is with some sadness, but much gratitude, that I announce the end of tenures of several Board members at this AGM.

Helen Ricci, Rebecca Jucha, and Jackie Stepien-Hulleman have reached the end of their "tour of duty".

Vinny Maresca and Sarah Byrne will be leaving the Board as it is the conclusion of time as P&F and Staff Representative respectively.

I would like to take the opportunity to thank Helen, Jackie, Rebecca, Vinny and Sarah for their contributions to the work of the Board, be it via regular reports or participation in robust discussions.

I would also like to note the resignation of Anthony Carbone and thank him for his sustained and substantial efforts, which were vital to the fruition of the building works and expansion of the school over the last couple of years. The students and school community will benefit greatly from these developments for many years to come, and we are very grateful to Anthony for his role in securing that outcome.

ANNA

It would be remiss of me not to note Anna's departure from the school and recognise her significant contribution to the school community over the last nine years.

I must admit I am finding it hard to contemplate a TWCS without Anna!

On a personal note, Anna's dedication to the work of the Board has been invaluable and I am slightly worried I will be completely lost without her.

I want to take this opportunity to wish Anna all the best for her future endeavours.

CLOSING

Thank you to all the members for their time, opinions and efforts to progress the work of the School and Finance Boards in 2020

Matthew Arentz

PRINCIPAL REPORT – Peter Mercer

2020 will be a year remembered around the world because of the COVID-19 pandemic. The impact of this virus was catastrophic in many parts of the world, the USA, England, Europe and other regions. The impact in Australia, while being less severe in terms of deaths, was still felt economically across the country.

At the end of Term One, schools were asked to prepare for an online mode of learning, because it was likely that schools would be closed and students would need to learn from home. Term One concluded one week early, enabling teachers to quickly undertake this new way of teaching and learning.

At this time the Acting Principal, Mr John Low, was appointed as the substantive Principal at St Catherine's School, Stirling. I commenced as Acting Principal at the beginning of Term Two, with no students present. Our teachers did an exceptional job in enabling learning to continue during this time. They touched base with students each day using Microsoft Teams, SeeSaw or simply by telephone or email.

This disruption was relatively short lived, with students able to return by Week 2. However many students did not return until Week 3, Week 4 or even later. This was understandable as there were still a lot of unknowns about the virus and parents were being cautious. Teachers continued an online version of learning until the majority of students had returned.

For the remainder of the year schools were 'on edge' and ready for school closures or lockdowns and a return to online learning. Fortunately we only had one further disruption in November when South Australia went into a total lockdown for just 2 days - 18 and 19 November (it was meant to be 6 days). School remained open for children whose parents were essential workers and teachers were rostered on to care for those who attended school during this time.

NAPLAN was a casualty of COVID and was cancelled. There will be an ongoing effect across Australia for those students in Year 3, 5, 7 or 9 in 2020, as there is now a missing component when measuring the amount of growth achieved.

Other notable effects of COVID have been:

- the need for physical distancing
- the need to be vigilant around washing hands or sanitising
- the restrictions around parents and volunteers entering the school
- the impact on our liturgical celebrations (liturgies and masses)
- the impact on school sports and excursions
- the cancellation of the Canberra trip
- the impact on Parents and Friends activities
- the impact on School Board meetings and school priorities
- the impact on our Families and their ability to pay fees

One of the positives for 2020 was the continued increase of enrolments from 164 in 2019 to 170 for the August Census. While this is a small increase, it still is within our five-year plan goals. Our increase could have been higher but we lost 4 students throughout the year. One student moved to Melbourne (due to COVID-19) and 3 moved to a single sex college in the city. Sadly we lost another 11 at the end of the year, 4 moved out of the area, 2 moved to other Catholic

Schools, 5 to local state schools and one to an independent school. Those moving to other schools, but not moving house, gave a variety of reasons for leaving.

During the year, Tenison Woods Catholic School saw the completion of its building project. This involved a new learning space consisting of six classrooms (GLAs), a new oval space, a nature play area and a new shed to contain our sports gear and groundsman's maintenance items. There was considerable disruption with classes being located in any 'available' space until completion of the new building in mid-August. When finished, there was a domino effect as classes moved into the new spaces, creating space for Junior Primary classes to move back into 'their' usual space. This was a great day for our school community.

The school oval was extended through to Bickford Street, with the laying of grass occurring at the beginning of Term 2. It remained closed to children until July. On Thursday of Week One in Term Two, Fr Peter blessed the oval and it was declared open. This was a great day and this increase in space ensured that Sports Day would be held at school for the first time in many years. Tenison Woods School is blessed to have such a large play space available for our students.

Staffing

At the beginning of 2020 we welcomed two new staff:

- Rita Campbell - APRIM
- Heather Docherty (Permanent Teacher - who had worked at TWCS previously on a contract basis).

At the concluding of 2020 we farewelled the following staff:

- Thien Do who won a full time contract at St Joseph's School at Hectorville.
- Samara Churchett who won a contract at Sacred Heart College.

Professional Learning

In 2020 the staff continued their professional learning with Year 2 (of 3) of Visible Learning with Corwin. This learning is based on the work of Professor John Hattie. We have been working with the staff of St Joseph's School at Kingswood and our staff have embraced this new learning. Our impact coaches have ensured that our students and teachers have a new language around learning intentions, success criteria, walk throughs, bump it up walls and so on.

Our staff also undertook some professional learning in the area of Restorative Conversations with Michael Lincoln from the Catholic Education Office. This learning was shared with St John Bosco School and has enabled us to begin to develop a new policy called "Respectful Relationships" to replace the "Personal Responsibility" one that we previously used.

It is a blessing to be able to have the staff from our two parish schools come together each year, whether for shared professional learning, or simply for a social gathering. It is important that we have a positive relationship across the two schools.

Staff also continued to embed Positive Education throughout the school, with an increased focus on Character Strengths.

Notable Events

As mentioned earlier, Covid-19 had a real impact on most events although we were able to hold a number of notable events, even if they were slightly modified, or were without parents and visitors present.

- Year 5/6 Aquatics at West Lakes and R-2 Swimming Lessons at Immanuel College
- Parent Teacher Conversations (interviews)
- School Photos
- Footsteps - eight week dance program held every second year
- Catholic Schools Open Week - Learning Showcase
- RAA Incursion and KESAB Incursion
- Caritas Carnival
- BookWeek Parade
- Year 6 Camp at "The Bend"
- Woods Week
- Singer / Songwriter Andrew Chinn Workshops and Concert
- Twilight Sports Day - thank you to Tom Atyeo and the Staff for organising a great day
- School Carols - held outside during the day. Each class had a couple of songs to perform while the other classes observed. Thank you to Samara Churchett for leading this event
- Various Masses and other Liturgical Celebrations

School Board

I would like to thank the School Board Chairperson Matt Arentz for continuing in this important role for our school and Rebecca Jucha who has been the Chairperson of the Finance Committee. Thank you to each of the Board Members for the important contribution they have made to the governance of our school. Thank you to those members who have concluded their time: Anthony Carbone, Jackie Stepien-Hulleman, Helen Ricci, Sarah Byrne and Vinny Maresca. Our School Board has been very generous with fee remissions, especially in this difficult year. All Catholic schools were asked to reduce their fees for the 2021 school year and our School Board not only approved the reduction but also support an even greater amount to get below $3000. I commend them on this initiative to support families.

Parents and Friends

Thank you to Vinny Maresca and all of the members of the Parents and Friends. It was a particularly difficult year due to the various restrictions placed on P&F activities. I was impressed by the way everyone maintained focus and patience, doing the things they could do and letting go of those things that were problematic due to COVID-19.

Staff

Thank you to our Staff for their dedication and commitment to the students in their care. This was a year like no other for teachers and support staff. It was mentally draining with lots of uncertainty and unknowns. The staff maintained a learning program and learnt very quickly how to change to an online mode when necessary. I am confident that there was minimal interruption to the learning for most students.

A special thank you to our Office Staff: Paula, Anna and Diana, for their outstanding service to parents, students, staff and John Low and myself as Principals.

Thank you to our school leadership team: Rita Campbell, Sarah Byrne and Tom Atyeo for taking on these senior roles and sharing their wisdom and knowledge throughout the year.

Thank you to Fr Peter Zwaans and the Parish Community for their friendship and support for our school. Thank you to John Low for his fine leadership and generous support of the TWCS community.

Students

A big thank you to our students who handled the pandemic probably better than anyone. They continued to learn, make friends and have fun. Children are at the centre of what we do in schools and it is a pleasure to greet them each morning. Thank you to our parents who entrusted their children to us during 2020. A special thank you to those students who have taken on an important role throughout the year such as with the SRC, the Green Team or as House Captains or Vice Captains.

It has been a real honour to join the Tenison Woods family during 2020. I feel blessed to be able to work in such an environment every day. I look forward to sharing the 2021 school year with you all.

Peter Mercer

PARISH REPORT – Fr Peter Zwaans, President of the Board

Previous Year in the Parish

COVID-19 Response

The Fourth Week of Lent saw the beginning of the first COVID lockdown, which meant that churches were closed for the celebrations of Holy Week and Easter. This was a particularly challenging time as the parish sought to maintain contact with those who were isolated and vulnerable. We provided resources for the celebration of Easter at home with families. This was done through online means as well as printed copies which could be collected from the church, as well as the daily parish podcast.

The subsequent easing of restrictions posed further issues as we thought of inventive ways of connecting people with Mass. Where there were larger numbers than restrictions could accommodate, we established online reservation, especially for major feasts like Christmas.

The ordinary pattern of parish life was interrupted with the suspension of morning teas and other forms of hospitality which involved the serving of food and drinks.

Corona of Thorns Podcast

In response to the lockdown, the parish produced a daily podcast called "Corona of Thorns". It comprised of the scriptural readings of the day, a homily and 'spiritual communion'. It remained a daily endeavour until the beginning of the season of Advent, when it turned to Sundays only. To date it has had 89,000 downloads.

New Sunday Mass Time

COVID restrictions to numbers attending meant that the 8am Italian Mass was suspended in favour of a 4:30pm Sunday Mass at St John Bosco. This Mass is growing in numbers and the hope is that it will prove helpful for families who have sporting commitments on Sunday mornings.

Sacramental Program

COVID saw the cancellation of the ordinary Sacramental Program in favour of a slightly abridged program towards the end of the year. With the cooperation of the APRIM of Tenison Woods Catholic School and the REC of St John Bosco, we were able to prepare children for reconciliation, Confirmation and First Holy Communion. The Sacrament of Confirmation was administered by Fr Peter, instead of the Bishop.

Continued Growth in the Parish

Although this has proven to be a particularly challenging year for the parish and the community at large, we have experienced growth in the numbers of people attending our church. There are sometimes difficulties in accommodating everyone under the restricted numbers, however there is much enthusiasm and a positive spirit among our people even when we approach our capacity at our Sunday Masses.

Looking to the Future

A number of programs have been in hiatus due to the difficulties concerning COVID. We hope to make 2021 a period of re-evaluation and renewal, with a particular focus on the activity of the parish pastoral council, some maintenance and upgrades of parish properties, and a pastoral focus and outreach for the young.

Fr Peter Zwaans

FINANCE REPORT – Rebecca Jucha

Good evening everyone, thank you for attending tonight's Annual General Meeting. My name is Rebecca Jucha, I am the Chairperson of the Finance Committee and I will be presenting the 2020 financial report for TWCS.

The Finance Committee reports to the School Board and jointly they are responsible for the setting of school fees, approval of the school budget and signing off on the annual financial statements at the end of the school year. In 2020 the Committee consisted of Principal Peter Mercer, Bursar Paula Freer, parents Bozena Rowinska and Matthew Arentz (Chairperson of the School Board) and myself, Rebecca Jucha, as Chairperson of the School Board Finance Committee.

As part of the accountability process, auditing of the school finances occurs in January/February for the prior year. Financial reports are then forwarded to the Catholic Education Office, which has responsibility for reporting on the expenditure of Government funding.

Cash Flow 2020

Net cash flow movement for 2020 resulted in a surplus of $148,407. The 2020 budgeted amount was a deficit balance of -$154,310. This resulting in $302,717 better than anticipated outcome.

COVID-19 had a significant influence into this very positive result, by way of:

- $81,751 financial assistance/support grant in lieu of COVID-19 remissions
- $100,000 C/Wealth cash flow boost

Other factors:

- Increased Government funding, additional $40,000 C/Wealth & State Govt recurrent grants
- $20,000 various smaller C/Wealth grants
- Income & expenditure was better than anticipated, again due to constraints & limitations placed on the School with COVID-19 compliance.

Recurrent income and expenditure is the core element in the running of our school. In summary;

Recurrent Income for 2020 totalled **$2,772,766.** Funds were received from the following areas:

- 77% Commonwealth & State Grants
- 16% school fees
- 1% Catholic Education Office for salary reimbursements such as paid parenting leave, staff allowances and long service leave.
- 5% donations, interest, trading accounts and sundry income.

Recurrent Expenditure for 2020 totalled **$2,415,344.** Funds were expended as follows:

- 55% staff teaching salaries, including superannuation and workcover
- 13% education support officers and administration salaries, including superannuation
- 9% direct teaching equipment and faculty expenditure including professional development, computer lease and administration
- 14% utilities, maintenance contractors, grounds etc.
- 4% administrative costs
- 5% CEO levies

Debtors

At the end of 2020 debtors balance was **$24,426.07cr**. Details as follows:

- $6,120.17 Past family debts
- $13,326.36 Current family debts
- $43,872.60cr Current families with credit balance

The significant credit balance for the main part is due to fee remissions offered to families affected financially by COVID-19. These remissions were reimbursed to the School from CESA.

Every outstanding account has been addressed and collections for all accounts are in place - this will take time and constant monitoring.

A big thank you to all families who commit to paying their school fees every year as per the guidelines in our fees policy. We hope that the flexible payment arrangements offered by the school make fee payment as easy as possible for our families.

I would also like to acknowledge the tireless effort of our Bursar Paula Freer in her continuous effort in keeping the school's debtors manageable. Chasing people for money is not a pleasant job and she does it with great compassion and respect.

Capital Works

Capital spending for 2020 amounted to **$2,871,128** please refer to the attached "Capital Spending" spreadsheet for further details. Capital works were funded by State Government capital grant, donations from Sarah Constructions and TWCS P&F. The balance of capital works was funded by cash reserves -$9,128.
Considering the extent of works undertaken this was a fantastic result.

Borrowings

The outstanding balance for capital development and land purchase was $1,780,526 at the end of December 2020. Balance of "Break Out Spaces" $114,529 is due to be paid in full by the end of 2023. "6&8 Bickford St" loan balance is $1,665,997 and borrowings drawn over a 15 year period, with balance due to be paid in full by the end of 2033.
The building levy will continue to assist with the repayment of these loans.

2021 Budget

The Finance Committee has reviewed the proposed 2020 budget – included in the AGM booklet - and have approved a deficit budget of $80,273. This amount will be supported by cash reserves should we not receive funding supplementation in December 2021; with no further borrowings required. The budget is based on funding advice received from the Catholic Education Office and a comprehensive review by the Bursar and Finance Committee of all income and expenditure items. The budget is worked on estimated enrolments of 173 students (including Term 3 intake). I now wish to put forward the 2021 budget for approval.

On behalf of the Finance Committee I would like to thank those who have contributed to the management of finances throughout 2020. A special mention must be made to our Bursar Paula Freer for providing the committee with the timely relevant information required to make decisions.

Our school community is blessed to be made up of a variety of different cultures – each bringing a particular richness to our community. Your assistance as parents in contributing to the richness and diversity of our school culture is appreciated and valued.

Thank you for your contribution to the school and your continued financial support.

Rebecca Jucha

Account	Description		This Year
ASSETS			
Current Assets			
6001-00	PETTY CASH		
6020-00	CASH FLOAT		$60.00
6100-01	CASH AT BANK - SCHOOL BOARD ACCOUNT		$788,659.09
6200-00	DEBTORS-FEES		$19,445.93
6250-00	PROVISION FOR DOUBTFUL DEBTS		($4,300.00)
6290-00	PREPAYMENTS		$28,802.32
6300-03	INVENTORIES - CLOTHING		$34,806.95
6410-00	LSL RECEIVABLE		$298,813.00
	Total For Current Assets		**$1,166,287.29**
Non Current Assets			
5001-00	FREEHOLD LAND AT VALUATION		$1,968,093.43
5100-00	BUILDINGS AT COST		$5,224,979.12
5103-00	ASSET TRANSFER CLEARING		($96,980.91)
5109-00	ACCUM. DEPRECIATION ON BUILDINGS		($1,138,610.98)
5110-00	FIXED EQUIPMENT & IMPROVEMENTS		$1,128,551.70
5119-00	ACCUM. DEPRECIATION FIXED EQUIP/IMPROVE		($480,814.76)
5200-00	FURNITURE & EQUIPMENT		$378,273.24
5202-00	TRANSFER		$96,980.91
5209-00	ACCUM. DEPRECIATION ON FURN/EQUIP		($147,624.96)
5220-00	COMPUTER EQUIPMENT		$260,019.48
5229-00	ACCUM. DEPRECIATION COMPUTERS		($135,746.24)
5800-00	BUILDING PROJECTS - WORKS IN PROGRESS		$778,137.94
5800-01	FIXED EQUIPMENT PROJECTS - WORKS IN PROG		($372,741.60)
5800-02	FURNITURE PROJECTS - WORKS IN PROGRESS		($304,708.35)
5800-03	COMPUTER PROJECTS - WORKS IN PROGRESS		($100,687.99)
5810-00	LSL RECEIVABLE (Non Current)		$28,422.00
	Total For Non Current Assets		**$7,085,542.03**
	Total For Assets		**$8,251,829.32**
LIABILITIES AND EQUITY			
Current Liabilities			
8100-00	FEES IN ADVANCE		$71,052.58
8110-00	DEPOSITS - PARENTS		$7,700.00
8117-00	GOVT. GRANTS IN ADVANCE- AUST.		$2,200.00
8140-00	CCES LOAN (Current)		$128,703.62
8200-00	SUNDRY CREDITORS		$41,713.17
8210-00	ACCRUALS		$1,577.89
8340-00	ACCRUED ANNUAL LEAVE		$78,486.05
8410-00	LSL PAYABLE		$298,813.00
8205-19	GST-FREE SUPPLIES CLEARING		$40,907.94
8205-21	GST-FREE SUPPLIES CLEARING		($40,907.94)
	Total Current Liabilities		**$630,246.31**
Non Current Liabilities			
8500-00	CCES LOAN (Non Current)		$1,651,822.46
8600-00	LSL PAYABLE (Non Current)		$28,422.00
	Total Non Current Liabilities		**$1,680,244.46**
Clearing Account			
4010-00	SUNDRIES - CONTRA		
4019-00	FBT CLEARING		($3,231.00)
4060-00	PAYROLL CLEARING ACCOUNT		
4062-00	SUPERANNUATION CLEARING ACCOUNT		$21,089.20
	Total For Clearing Account		**$17,858.20**
Accumulated Funds			
9000-00	ACCUMULATED FUNDS	$3,067,722.16	
	SURPLUS/DEFICIT FOR YEAR	$2,855,758.19	
	Total For Accumulated Funds		**$5,923,480.35**
	Total For Liabilities And Equity		**$8,251,829.32**

Account	Description	This Year	Last Year
INCOME			
Recurrent Income			
0110-00	TUITION FEES	$277,892.50	$266,263.75
0111-01	SIBLING DISCOUNT	$5,745.00	
0111-02	FAMILY HARDSHIP REMISSION	($12,127.93)	($25,508.75)
0111-03	SCHOOL CARD REMISSION	($13,760.00)	($17,214.00)
0111-04	EARLY PAYMENT DISCOUNT	($4,750.00)	($4,700.00)
0111-19	FINANCIAL REMISSION COVID19	($123,265.00)	
0120-00	COMPULSORY RESOURCE CHARGES	$265,470.00	$248,642.75
0230-00	OTHER - CHARGES FOR STUDENTS	$22,131.47	$37,206.91
0232-00	AFTER SCHOOL SPORT - INCOME		$440.00
0235-00	EXCURSIONS DURING TERM	$7,080.00	$34,233.64
0270-00	PUBLIC PERFORMANCES BY SCHOOL	$2,202.00	$8,822.00
0290-00	ENROLMENT & APPLICATION FEES	$2,730.86	$4,246.33
0510-00	INTEREST INCOME	$2,253.49	$7,514.87
0530-00	DONATIONS FOR RECURRENT PURPOSES		$500.00
0530-01	COMMISSION RECEIVED	$44.00	
0550-01	INCOME TRT-CEO & Systemic Catholic schoo	$505.41	$3,200.93
0591-00	LONG SERVICE LEAVE - TEACHING	$29,273.36	$18,817.84
0593-00	PAID PARENTING LEAVE - TEACHING	$423.30	
0594-00	CPF ALLOWANCE	$4,106.25	$3,011.25
0595-00	BAD DEBTS RECOVERED		$789.25
0596-00	CCI REBATE	$2,064.46	$1,543.73
0600-01	STATE GOVT. RECURRENT GRANTS-PER CAPITA	$462,295.00	$431,781.00
0700-01	PER CAPITA	$1,502,616.00	$1,487,643.00
0700-02	COMMONWEALTH GRANT	$2,450.00	$4,000.00
0700-04	ESL - NEW ARRIVALS	$6,870.00	$6,850.00
0700-07	STUDENTS WITH DISABILITIES		$18,250.00
0700-12	INDIGENOUS EDUCATION	$2,500.00	
0700-19	COVID 19 OFFICE SUPPORT	$84,559.39	
0700-22	SIP		$2,102.00
0700-26	COMMONWEALTH SPORTS GRANT	$6,655.00	$6,600.00
0700-37	NON GOVT SCHOOL REFORM SUPPORT FUNDING		$2,050.00
0700-46	COVID CASHFLOW BOOST	$100,000.00	
	Total Recurrent Income	**$2,635,964.56**	**$2,547,086.50**
Capital Income			
0900-00	AUST. GOVT. CAPITAL GRANTS		$151,663.00
0910-00	STATE GOVT. CAPITAL GRANTS	$2,648,337.00	
0920-00	CAPITAL FEES & LEVIES (EXCL. FFPOS)	$33,020.00	$30,855.00
0930-02	CASH DONATIONS - BUILDING FUND	$520.00	$510.00
0930-09	CASH DONATIONS - OTHER	$22,000.00	
0960-00	PROFIT FROM SALE OF FIXED ASSETS	$20,000.00	
	Total Capital Income	**$2,723,877.00**	**$183,028.00**
EXPENDITURE			
Tuition Expenses			
1010-01	TEACHERS SALARIES - LAY	$1,024,103.43	$1,109,232.55
1032-00	TRT SALARIES - CASUAL RELIEF	$42,642.02	$56,720.29
1060-00	STAFFING CONTRACT COSTS - TEACHING	$141,776.38	$8,321.00
1200-00	SALARIES - AIDES & ASSISTANTS	$113,914.51	$141,196.23
1300-00	STATIONERY & MATERIALS	$10,149.35	$10,343.98
1310-01	LIBRARY MATERIALS	$394.92	$668.02
1310-02	LIBRARY BOOKS	$584.07	$1,056.11
1320-00	FACULTY EXPENSES	$29,296.39	$25,267.70
1340-00	SCHOOL CARD EXPENSE	$3,825.00	$3,680.00
1390-00	COMPUTER EXPENDITURE - TUITION	$20,641.86	$12,932.76
1400-00	SPORTS EXPENSES & MATERIALS	$11,745.34	$9,576.48
1401-00	AFTER SCHOOL SPORT	$2,211.94	$4,182.00
1450-00	EXCURSIONS	$22,268.86	$52,612.16
1700-00	WORKERS COMPENSATION INSURANCE (Tuition)	$20,132.27	$25,202.27
1750-00	SUPERANNUATION (Totaling Teaching)	$101,560.06	$111,251.34
1760-00	SUPERANNUATION (Totaling Teacher Support	$10,852.17	$13,176.33
1810-00	ANNUAL LEAVE EXPENSES -Teachers (Tuition	($16,924.80)	$95,410.85
	Total Tuition Expense	**$1,539,173.77**	**$1,680,830.07**
Administration Expenses			
2000-01	SALARIES - ADMINISTRATION	$116,751.83	$96,191.60
2000-02	SALARIES - FINANCE	$54,619.52	$55,477.73
2112-00	MAINTENANCE - CONTRACTORS	$33,545.26	$65,341.94
2113-00	MAINTENANCE - EXPENSES. MATERIALS AND RE	$1,191.55	$189.89
2122-00	GARDENS & GROUNDS - CONTRACTORS	$38,684.20	$39,215.92
2123-00	GARDENS & GROUNDS - EXPENSES AND MATERIA	$1,894.18	$972.00
2132-00	CARETAKING & CLEANING - CONTRACTORS	$38,686.11	$26,616.42

Account	Description	This Year	Last Year
2133-00	CARETAKING & CLEANING - EXPENSES AND MAT	$1,831.85	$1,338.90
2134-00	CARETAKING & CLEANING - SECURITY	$8,957.97	$3,951.71
2220-00	SUPERANNUATION (Totaling Administration)	$16,145.18	$14,263.56
2251-00	ELECTRICITY	$10,197.64	$28,037.96
2270-00	COUNCIL RATES	$18,216.50	$14,894.70
2271-00	WATER RATES	$21,877.33	$25,713.54
2273-00	EMERGENCY SERVICES LEVY	$3,139.05	$3,539.97
2300-00	INSURANCE - GENERAL	$26,791.80	$18,995.14
2390-00	COMPUTER EXPENDITURE - ADMIN	$27,571.58	$35,916.25
2400-00	GENERAL OFFICE	$4,208.28	$9,606.17
2410-00	STATIONERY	$1,574.56	$1,522.61
2420-00	POSTAGE	$300.00	$323.02
2430-00	TELEPHONES	$7,463.81	$5,739.43
2435-00	PHOTOCOPIER RUNNING COSTS	$2,439.22	($1,766.51)
2440-00	BANK CHARGES	$783.06	$1,046.97
2450-00	AUDIT FEES	$2,550.00	$2,500.00
2470-00	LEGAL FEES	$11,811.77	
2475-00	DEBT COLLECTION COSTS		$789.25
2480-00	ADVERTISING	$4,582.81	$855.00
2500-00	MOTOR VEHICLE	$5,567.68	$3,811.21
2600-01	LONG SERVICE LEAVE	$33,547.70	$32,005.27
2600-03	PAID PARENTING LEAVE	$12,780.08	$13,840.12
2600-04	CEO STUDENT LEVY	$10,187.00	$10,004.00
2600-05	SCHOOL DEVELOPMENT FUND	$61,558.57	$26,240.00
2600-06	COPYRIGHT LEVY	$3,844.26	$4,099.75
2600-07	PROFESSIONAL INDEMNITY INSURANCE	$826.20	$790.50
2600-08	CHILD PROTECTION LEVY	$2,591.20	$2,294.00
2600-09	CPF ALLOWANCE LEVY	$1,979.67	$2,548.68
2600-10	CIVICA FINANCE LEVY	$3,034.39	$2,925.76
2600-12	EDUCATIONAL CAPITAL LEVY	$1,346.40	$1,167.25
2600-13	RETURN TO WORK REHABILITATION LEVY	$230.46	$223.04
2600-20	WHS LEARNING MANAGEMENT SYSTEM		$115.00
2600-21	SACPPA LEVY	$691.38	$683.88
2600-22	SPARE	$4,523.66	
2600-23	EMPLOYMENT PRACTICES LIABILITY	$427.39	$428.69
2600-24	SACPSSA LEVY	$684.00	$840.00
2620-00	SUBSCRIPTIONS	$3,315.14	$4,102.88
2661-01	STAFF-TRAINING- TEACHING-FUNDED		$2,102.00
2661-02	STAFF-TRAINING- TEACHING-UNFUNDED	$13,614.74	$25,226.68
2664-02	STAFF-TRAINING-NON-TEACHING UNFUNDED	$496.81	$830.00
2670-00	WHS	$68.23	$236.40
2710-00	INTEREST - CAPITAL LOANS	$71,019.98	$78,493.17
2730-00	LEASE PAYMENTS - OPERATING LEASES	$34,188.75	$52,101.13
2800-00	CATERING FOR FUNCTIONS-NOT BOARDING	$5,086.81	$4,741.39
2890-00	MISC. ADMIN. EXPENSES EG PRINCIPAL	$1,437.26	$1,530.38
2930-00	BAD DEBTS EXPENSE	$8,489.20	$926.85
2940-02	FIXED EQUIPMENT AND IMPROVEMENTS	$8,216.45	
2940-03	FURNITURE AND EQUIPMENT	$2,110.00	
2940-04	COMPUTERS	$4,220.35	$2,753.72
2950-00	DEPRECIATION-BUILDINGS	$138,942.48	$131,127.66
2960-00	DEPRECIATION- FURNITURE & EQUIPMENT	$25,730.30	$18,940.35
2970-00	DEPRECIATION- COMPUTERS	$24,258.46	$16,268.05
2990-00	LOSS ON SALE OF FIXED ASSET	$26,076.82	
2997-01	GST EXPENDITURE - Rounding	$0.50	$0.42
	Total Administration Expenses	**$966,907.38**	**$892,671.40**
TRADING ACTIVITIES			
Trading Account Income			
4500-00	CLOTHING POOL - INCOME	$22,211.00	$29,504.70
4900-00	P & F - INCOME	$28,963.50	$24,455.55
	Total Trading Account Income	**$51,174.50**	**$53,960.25**
Trading Account Expenses			
4550-00	CLOTHING POOL - OTHER EXPENSES	$20,213.22	$25,128.68
4950-00	P & F - EXPENSE	$28,963.50	$24,455.55
	Total Trading Account Expenses	**$49,176.72**	**$49,584.23**
	Net Profit (Loss) Before Tax	**$2,855,758.19**	**$160,989.05**

CAPITAL SPENDING 2020

Asset Item	Closing Balance 2019	Closing Balance 2020	Total Spending
Freehold Land at Valuation	$ 1,968,093.43	$ 1,968,093.43	$ -
Buildings	$ 3,220,049.05	$ 5,224,979.12	$ 2,004,930.07
Fixed Equipment & Improvements	$ 708,961.04	$ 1,128,551.70	$ 419,590.66
Furniture and Equipment	$ 238,445.14	$ 378,273.24	$ 139,828.10
Computer Equipment	$ 138,849.71	$ 260,019.48	$ 121,169.77
WIP		$ -	$ -
TOTAL CAPITAL			$ 2,685,518.60

CAPITAL SPENDING 2020

Freehold Land at Valuation			
25/11/2020	Asset 188	Garden Shed - Retired	-$ 444.54
5/12/2020	BGA Grant - Learning Centre	Building	$ 2,005,374.61
Sub Total			**$ 2,004,930.07**
Account 5800-00-02			**$ 2,004,930.07**
Variance			**-$ 0.00**
Total Fixed Equipment and Improvements			**$ 2,004,930.07**

Fixed Equipment and Improvements <$1,000			
5/12/2020	BGA Grant - Learning Centre	Fencing, writable whiteboard, bins, tanks, sign	$ 8,216.45
Sub Total			**$ 8,216.45**
Account 2940-02-00			**$ 8,216.45**
Variance			**$ -**
Fixed Equipment and Improvements			
20/08/2020	Olympic Industries	Shed on Bickford St	$ 10,570.00
20/08/2020	Bright Earth Solar	Solar panels	$ 20,000.00
25/11/2020	Various Assets	Retired	-$ 103,966.84
26/11/2020	Climbing Tree	Landscaping - back of oval, Redin St	$ 22,017.00
5/12/2020	BGA Grant - Learning Centre	Floor coverings	$ 42,621.00
5/12/2020	BGA Grant - Learning Centre	Landscaping	$ 270,664.60
5/12/2020	BGA Grant - Learning Centre	Fencing	$ 39,366.00
5/12/2020	BGA Grant - Learning Centre	Pinboards & Whiteboards	$ 15,240.00
5/12/2020	BGA Grant - Learning Centre	Blinds	$ 4,850.00
5/12/2020	BGA Grant - Learning Centre	Blinds - Think Tank area	$ 2,463.60
5/12/2020	BGA Grant - Learning Centre	Carpet	$ 2,665.30
5/12/2020	BGA Grant - Learning Centre	Climbing Tree - nature playground	$ 88,320.00
5/12/2020	BGA Grant - Learning Centre	Logo & Oval signs	$ 4,780.00
Sub Total			**$ 419,590.66**
Account 5110-00-00			**$ 419,590.66**
Account 5800-00-00 (WIP)			**$ 0.00**
Variance			**$ 419,590.66**
Total Fixed Equipment and Improvements			**$ 427,807.11**

Furniture and Equipment <$1000				
5/12/2020	BGA Grant - Learning Centre	Appliances	$	2,110.00
Sub Total			**$**	**2,110.00**
Account 2940-03-00			**$**	**2,110.00**
Variance			**$**	**-**
Furniture and Equipment				
25/11/2020	Various Assets	Retired	-$	66,651.35
5/12/2020	BGA Grant - Learning Centre	Furniture	$	28,272.50
5/12/2020	BGA Grant - Learning Centre	Mechanical	$	75,310.95
5/12/2020	BGA Grant - Learning Centre	Joinery	$	102,896.00
Sub Total			**$**	**139,828.10**
Account 5200-00-00			**$**	**139,828.10**
Account 5800-00-00 (WIP)			**$**	**-**
Variance			**$**	**-**
Total Furniture and Equipment			**$**	**141,938.10**

Computer Equipment <$1000				
20/03/2020	Officeworks	Seagate hardrive x 2	$	160.00
27/08/2020	Matt Dwair	cables	$	136.36
12/08/2020	OzMac Solutions	Apple TV x 18	$	3,883.14
30/11/2020	Kim Martin	VGA Adapter	$	40.85
Sub Total			**$**	**4,220.35**
Account 2940-04-00			**$**	**4,220.35**
Variance			**$**	**-**
Computer Equipment				
16/06/2020	JB Hi-Fi	25 Ipad 7th gen	$	11,300.00
9/11/2020	HP PPS Australia	2 Desktop computers - APRIM & WHS	$	2,702.78
5/12/2020	BGA Grant - Learning Centre	IT equipment	$	100,687.99
31/12/2020	AV Integration	Audio input	$	1,229.00
31/12/2020	CESA	15 Ipad 7th Gen	$	5,250.00
Sub Total			**$**	**121,169.77**
Account 5220-00-00			**$**	**121,169.77**
Variance			**-$**	**0.00**
Total Computer Equipment			**$**	**125,390.12**

WIP			
Sub Total			$ -
Account 5800-00-00			$ -
Variance			**$ -**
Total WIP			**-$ 0.00**
Total			**$ 2,700,065.40**
		BREAKDOWN OF CAPITAL SPENDING 2020	
		RECURRENT SPENDING	$ 14,546.80
		NON CURRENT ASSETS	$ 2,856,581.33
		TOTAL SPENDING	$ 2,871,128.13
		Less	
		BGA GRANT REIMBURSEMENT	-$ 2,800,000.00
		P&F DONATION	-$ 12,000.00
		SARAH CONSTRUCTIONS DONATION	-$ 10,000.00
		SALE OF TRANSPORTABLE	-$ 20,000.00
		SOLAR PANELS FROM ELECTRICITY BUDGET LINE	-$ 20,000.00
		BUDGET ALLOCATION FOR 2020	$ -
		OVERSPEND FOR CAPITAL 2020, covered by cash reserves	**$ 9,128.13**
		RETIRED ASSETS	$ 171,062.73

2021 Proposed Budget

Description	2021 Budget		Description	2021 Budget
INCOME			**Expenditure Admin Salaries**	
Commonwealth Government Grants			SALARIES - ADMINISTRATION	-189124
C/W - PER CAPITA	1711760		SUPERANNUATION - NGS	-18440
	1711760			**-207564**
State Government Grants			**Expenditure Administration Other**	
STATE GOVT RECURRENT GRANTS PER CAP	422940		MAINTENANCE - CONTRACTORS	-62500
	422940		GARDENS & GROUNDS - CONTRACTORS	-47500
Income Recurrent			CARETAKING & CLEANING - CONTRACTORS	-53000
TUITION FEES	398076		SECURITY	-7000
MISCELLANEOUS	5000		INSURANCE-GENERAL	-30000
	403076		COMPUTER EXPENDITURE - ADMIN/MAINT	-55000
Income Other			ADMINISTRATION COSTS	-39900
INTEREST INCOME	3000		SUBSCRIPTIONS	-5000
DONATIONS FOR RECURRENT PURPOSES	2000		STAFF TRAINING-GENERAL TEACHING-LAY	-35000
	5000		STAFF TRAINING-NON-TEACHING	-3500
Income Capital			WHS	-500
CAPITAL FEES & LEVIES	32770		CATERING	-6500
	32770		PRINCIPAL IMPREST ACCOUNT	-2500
Trading Accounts				**-347900**
UNIFORM SHOP	20000		**Expenditure Utilities & Rates**	
PARENTS AND FRIENDS	10000		UTILITIES	-107550
	30000			**-107550**
Total Income	**2605546**		**Expenditure Levies**	
			CEO LEVIES	-114795
EXPENDITURE				**-114795**
Expenditure Teaching Salaries			**Expenditure Interest**	
TEACHER SALARIES - LAY	-1182923.00		INTEREST - LOAN	-63745
TEACHER SALARIES - CASUAL RELIEF	-40000.00			**-63745**
CONTRACT TEACHING	-6000.00		**Expenditure Depreciation & Assets**	
SALARIES - AIDES & ASSISTANTS	-115067		ICT EQUIPMENT <$1000	-3000
SUPERANNUATION SGL	-121974			**-3000**
SUPERANNUATION - SPEC ED SUPPORT	-11199		**Trading Accounts**	
	-1477163		UNIFORM SHOP	-18000
Expenditure Classroom/Faculty			PARENTS AND FRIENDS	-10000
CLASSROOM	-14868			**-28000**
LIBRARY BOOKS & MATERIALS	-1700			
CURRICULUM COSTS	-36100		**Total Expenditure**	**-2514444**
ARTS	-16055			
EDUCATIONAL PROGRAMS	-12689		**Net Profit/Loss**	**91102**
	-81412			
Expenditure Teaching Other			**Non-Current Assets**	
WAN/VPN & TECHNICAL SUPPORT	-25000		FIXED EQUIPMENT & IMPROVEMENTS	-5000
SPORTS EXPENSES & MATERIALS	-8500		COMPUTER EQUIPMENT	-14000
EXCURSION	-25815			**-19000**
WORKERS COMPENSATION (Tuition)	-24000			
	-83315		**Current Liabiliites**	
			BREAKOUT SPACES LOAN PAYMENT	-26601.00
			6&8 BICKFORD ST LOAN PAYMENT	-125774.00
				-152375.00
			Total Budget 2020	**-80273**

STAFF REPORT – Sarah Byrne

RELIGIOUS IDENTITY AND MISSION

To say I was delighted to begin as APRIM at Tension Woods Catholic School would be an understatement. My enthusiasm was overflowing and the welcome into this community and the positive response from staff was all I needed to hit the ground running.

Our theme for the year was, "We show love in all things as we live, learn and lead." This combined the Josephite motto and the CESA directive to see children as capable learners and thriving people, leaders for the world God desires.

My role involved enhancing the Catholic Identity of the school, assisting with the roll out of the new Religious Education Curriculum - Crossways, supporting the liturgical celebrations of the school and parish, helping to facilitate the Sacramental Program, teaching in the Year 2 classroom and coordinating the Learner Diversity and Equity portfolio.

Our year started with the usual celebrations for the Beginning of Year Mass and commissioning of staff. Plans were made for fundraising, Masses and liturgies, connections with our parish sister school - St John Bosco, including the parish within our school activities, sustainability initiatives and of course the Caritas Carnival. All these plans came to a halt with the COVID - 19 restrictions. So, what did we do next? We focused on the wellbeing of the staff and children and our school developed flexible and online learning.

Using apps like SeeSaw, connecting learners with their educators via One Note and streaming Masses and liturgies were just some initiatives used by the school to keep people connected. The restrictions may have stopped families from entering the school, children from competing in afterschool sports, and stopped birthday celebrations at school, but it opened up virtual celebrations and it allowed from some creativity in learning, socialising, fundraising and celebrating the Eucharist together. The connecting videos that children created for their morning greetings and the successful emails and collaboration for work was a highlight throughout all year levels.

Children continued to be involved in the planning of class liturgies and school Masses and these were streamed onto classrooms. Funds were raised via the Qkr! App which ensured that St Vincent de Paul Society, Caritas and Catholic Charities were still able to function and reach out to the most needy in our community.

Learning Conversations occurred via phone and suddenly MS Teams and online meetings occurred ensuring that children, their families and allied health specialists stayed in touch and planned appropriately for the learning needs of the children.

Yes, there were times of uncertainty and times where TWCS had to decide about the health of their community. So, the morning greeting and hand sanitiser station was established at the front gate. What a highlight it has become. The smiling faces, conversations, independence and preparations for the day are all an asset in this time of disconnect. Mr. Mercer and other staff members took the time to welcome children to the school. Student welcoming committees were formed incidentally and now our outreach was complete through this one simple action. "In all things love".

Teaching and Learning continued with staff ensuring their combined expertise in Crossways was shared, understanding the National Consistent Collection of Data strategy was recorded accurately and the continued professional development through CORWIN and Visible Learning strategies maintained a high level of teaching and learning at our school.

As I reflect on the 2020 school year, I am proud to say that the professionalism of the staff, the outreach completed, the sustainability initiatives and the resilience of the children are what helped creative a year of inspiration, innovation and excellence. With the support of families, Fr Peter, CESA and our 2 principals, John Low and Peter Mercer, we were in a stable position to say Merry Christmas and Happy New year 2021. Thank you for your understanding, support and continued care for your children and our staff. It is truly appreciated and noted.

Term 1	Term 2	Term 3	Term 4
• Commissioning Mass • St Joseph's Liturgy - with Fr Peter • Visit from CFS - Shrove Tuesday and Pancakes • Harmony Day • Stations of the Cross • Easter Mass • New Bin system for recycling • Gardening - vegetables	• Weekly liturgies streamed into classrooms • Sacred Heart liturgy - Fr Peter • PJ Day - Vinnies Winter Appeal • Student Leadership Development opportunities • House captain voting • Reconciliation Week liturgy and activities • Gardening - sharing vegetables in community	• Catholic Schools Open Week • Caritas Carnival • Walk a Mile • Sacramental Program completed • Liturgies and Masses return with number limits • Mary MacKillop Feast Day • Feast of the Assumption • Leadership Activities - Year 5/6W • Staff Reflection Day - Called to Serve	• Year 6 Camp and Reflection Day • Tenison Woods Week • Sports Day • 2nd year Pre-Service Teachers complete their placement • Leadership Activities with year 5/6W • End of Year Mass • Graduation Mass and Dinner

God Bless
Rita Campbell

R/1 BLUE

At the beginning of and in the middle of the 2020 year, we welcomed our brand-new Reception Students to Tenison Woods Catholic School.

It was an amazing year with so much learning, innovating and excelling, however this year did present itself with many challenges due to COVID-19.

Throughout the year, each individual grew not only in confidence but also socially and academically. I am very grateful for the opportunity of being an integral part of their learning journey. It always amazes me that the students who start so young are already competent and capable learners who love learning and exploring the world, they live in.

We began the year setting up our class routines and expectations. We began to work closely with the students of R/1Gold and 1Red as we commenced our Play Based Learning Activities. The students participated in 9 activities across 2 weeks. These learning activities covered the curriculum areas of Maths, English, Science, Religious Education, Visual Art, Design and Technology and Fine Motor Skills. They also covered the General Capabilities of Creative and Critical thinking and the Personal and Social Capability.

The highlight of this term was the visit from Bugs and Slugs. This incursion provided opportunities for the students to observe and handle the various creatures. There were squeals of delight and wonder as the students courageously touched the bugs and encouraged each other to use the Character Strength of Bravery.

Term 2 started with flexible learning due to the COVID-19 situation. Parents could choose whether to send or keep their children home from school. Learning was presented via Seesaw irrespective of whether students were learning from home or at school. Morning videos were uploaded to Seesaw and the students learning from home would check in and work through the daily schedule of lessons. Activities were uploaded to Seesaw as well as completed in the classroom. It was a different learning experience for all involved, students, teachers and parents. The students all coped well with the challenges presented to them including regular handwashing regimes and social distancing in class for those students at school.

Throughout the year, we spent a lot of time discussing Growth Mindset and that making mistakes are an integral part of learning. We explored our mantra of 'We can't do it yet!' but that one day we will be able to. We discovered who we are as learners by learning about our Character Strengths, Growth Mindsets and participating in mindfulness.

We learnt about Jesus and God and His love for us. We studied about Mary of the Cross MacKillop and Father Julian Tenison Woods. We attended Liturgies and learnt how to pray and be a part of a Catholic Church Community. We learnt about people less fortunate than us and raised money for them at our Caritas Carnival.

Overall, as a teacher I felt truly blessed to have shared such a valuable, memorable year of teaching. I would like to thank all the school community and families for their support and assistance. I loved our learning but more importantly I truly loved getting to know and value the 'little people' navigating 'big school' for the very first time. I felt both blessed and honoured that parents entrusted them to my care, and they will forever be in my heart and prayers.

Gina Margush

R/1 GOLD

With the new building in progress, R/1 Gold began the first half of the year in a different classroom location. This learning space was closely shared with R/1 Blue and 1 Red and became the R/1 Learning Neighbourhood.

We welcomed our new Receptions and saw the older Receptions and Year 1s use the Character Strengths of Leadership and Kindness as they showed the new students the ropes. We explored what it meant to have a growth mindset and each student was able to explain one thing they couldn't do yet. As a class, we talked about strategies we could use when we find something tricky. It was rewarding to reflect on this learning later in the year.

Learning Intentions and Success Criteria became a common language in our classroom and through repeated practice and exposure students developed agency over their learning as they clearly articulated how they were being successful in the intended learning. Having a Bump It Up wall in the classroom enabled students to determine how they could improve on their work to take it to the next level.

Our school theme was introduced at the beginning of 2020, "We show love in all things as we live, learn and lead." During our shared prayer experiences with R/1 Blue and 1 Red, we spoke about our school theme and discussed where we show love in our own lives. This theme underpinned all our learning across the year.

In Term 1 our Science focus was on Biological Sciences – Living and Non-Living Things. We were fortunate enough to have Bugs n Slugs come visit our school for an incursion. Students were provided with opportunities to observe and handle a range of different bugs. In Term 1 we

also engaged in the Water Safety program at Immanuel College. This was a change, having previous attended Thebarton Aquatic Centre. This was one of our only outings for 2020 as the COVID-19 outbreak hit soon after. With Term 1 concluding early due to COVID, teachers remained at school during Week 11 preparing for flexible learning as the near future was uncertain.

Fortunately, flexible learning was only required for the first two weeks of Term 2, with learning being presented the same way (via SeeSaw), irrespective of whether students were learning from home or at school. Not only did flexible learning provide students with a 'different' learning experience, it was also a positive learning curve for educators, enabling them to expand on their ICT skills, teaching pedagogy and experience. Students were commended on their adaptability to this new way of learning; including those students at school adapting to changes in routine, eg. regular handwashing regimes and social distancing in class. With new government restrictions in place, this meant that we were not able to gather as a whole school, therefore Assemblies and Liturgies were hosted via live stream to other classes.

Investigation stations were a highlight for Reception and Year 1 students. Three afternoons a week, the students from the three classes would gather together in the learning neighbourhood to participate in Investigation Stations. During this time, students worked collaboratively in small groups to become mathematicians, scientists, artists, authors and explorers within their learning. Stations were closely linked with the Australian Curriculum and provided students with rich and engaging learning opportunities that allowed for them to explore different concepts hands-on.

In Term 3, we welcomed 5 new Receptions into our class as part of our mid-year intake. The current Reception and Year 1 students at the time demonstrated the Character Strength of Leadership as they supported the new students in getting a feel of what 'big school' was like. Excitement was in the air as we moved towards the end of Term 3 and moved back into our original classroom. This enabled us to expand our learning space as students were able to access the outdoor decking area.

Sports Day was a fun and engaging event in our 2020 calendar and what made it extra special was the fact that we could run the event on-site at school on our brand new oval. There was lots of energy and spirit in the air on the day, our sense of community was truly evident with families able to join us (socially distanced of course). With restrictions ever changing, our long awaited Carols performance went ahead with a twist. Students still got the opportunity to perform Carols in front of their peers, with video recording of the performance made available to families.

2020, even with its challenges, saw students become active, innovative and curious learners and contributors to their world. It was truly rewarding to see the growth not just academically, but socially in each individual student across the year.

Nicole Puopolo

1 RED

In 2020, Year 1Red had a productive and successful year of learning despite the challenges presented by the Covid-19 epidemic. Towards the end of term 1, the impact and restrictions of Covid-19 saw the majority of our students across the school participating in home learning. In Year 1 Red we had approximately 14 children learning at home, with most of them returning by the end of Week 1 term 2. This time has been one that I have never experienced during my teaching career. What this experience has shown me is how a community can come together to support one another during a very challenging time. For many of us, thinking and planning for a 'different' way of teaching our students, was a new experience. The Junior Primary neighbourhood worked closely to plan and create learning tasks which could be accessed whether students were at home or school. As a teacher, I found the use of the Seesaw application to be successful in maintaining daily contact with all my students. It was a positive way to be able to share daily learning schedules and give students feedback on the wonderful work they were completing at home. I am appreciative of the manner in which our parent community have supported their children and the school staff.

Highlights of our year

Term 1

- Re-visiting our existing knowledge of the Character Strengths, Growth mindset and Emotions Wall.
- Maths: Place Value, measuring length
- Biological Science: Mini beasts
- Designing and Creating Worm Hotels
- Bugs n' Slugs Incursion
- Carnevale parade
- Ash Wednesday and Lent
- Author study of Nick Bland
- Narrative writing
- Seesaw and Book creator
- Swimming lessons

Term 2

- Journal writing about our experience of Covid-19
- Procedural Writing
- Learning about Mother Mary and expressing our love for our own Mothers through our Mother's Day Liturgy
- Chemical Sciences: how properties of food change through cooling and heating
- Procedural writing: recipes
- Maths: Mass, and 2D and 3D shapes
- Hass: Our place in the world
- Sorry Day and National Reconciliation Week

Term 3

- Author study of Alison Lester
- Book making and creating engaging narratives
- Maths: Data, Statistics and Probability
- Physical science: 'What's that sound?'
- Designing and creating a musical instrument
- Hass: Travel buddies and our family history
- RAA and KESAB Incursions
- Footsteps dance program and Disco

Term 4

- Pre-service teacher Taylah Charlton placement with Year 1 Red
- Book Week and Parade
- Maths: Money and time
- Earth and Space Science: weather
- MITIOG
- Woods Week
- Tri-skills
- Sports Day

I am grateful to have witnessed the growth in all my students throughout 2020 and feel privileged to have shared in their learning journeys.

Kelly Stevens

2 GREEN

2020 was a challenging year. However, to say that Year 2 Green did not have a year of fun, friendship and learning would be inaccurate!

We began the year looking at our Character Strengths and how we use them at school and at home. We also learnt that although we all have things in common, we all have special gifts from God that make us unique.

As Biological Scientists, the students learnt that most creatures have off-spring similar to themselves. In pairs the children took on the responsibility of a group of meal worms. The student predicted what they thought was going to happen to the mealworms as they grew.

They fed them and changes their bedding regularly. Each student observed the mealworms development for worm to larvae to Darkling Beetle, taking annotated photographs which they posted on SeeSaw. To compliment this work the class went the Adelaide Zoo on an excursion to observe the animals and their off-spring.

We wrote narratives with an introduction, complication and resolution and made books during our Writer's Notebook lessons using the writing devices of onomatopoeia and the power of three to make our stories more entertaining.

To support this learning the children discovered the many books of the Bible and genres they match. We found all the parables and narratives which showed us the person who is Jesus. Yes, there is poetry in the Bible as well.

During week 7 the class attended swimming lessons at Immanuel College for the first time. The students thoroughly enjoyed the experience, and it was great to see how independent they were preparing themselves to swim, participating in lessons and changing back in their uniforms.

Term 1 Week 8…What can I say? Our world changed.

From that week many children stayed at home due to the growing pandemic.

By Week 10 I was calling the class Year 2 Green #7! The children who remained at school grew quite close and new relationships were developed. The most important thing was that no child was left out and the students worked well as a small cohort.

By the third week of Term 2 all the children had returned to school and we were living the new normal in the classroom. We introduced a new class job - Soap Monitor, which proved to be a very popular responsibility.

During the second term we became Physical Scientists and looked at forces that make items move. The students designed and made a parachute that had to be airborne for 5 seconds. We used a 'Bump It Up Wall' for the first time and the students collaborated with me to decide what a below standard, at standard and above standard design would look like. Once they had completed their plans the students looked at the examples and 'bumped up' their work. The class also made a digital book recording what they knew about the force of air and a procedure of how to make a parachute, again using examples of what a good digital book would look like to bump up their work.

During Religious Education lessons the children examined the life of Mary and how she Is represented In the Bible. Our focus was the Gospel of Luke. We discovered Mary's many titles, values and work as she cared and supported Jesus in his ministry.

In Term three Year 2 Green became poets. The children learnt that poetry is written to evoke feeling in the reader and is written to be read aloud. We discussed the rhythm of poems and the different forms poetry can take. The students transferred the knowledge they had of onomatopoeia and the power of three to their poetry and added similes and metaphors to their repertoire of writing devices. Students wrote acrostic, repetitive pattern and simile and metaphor poems about a range of subjects with the aim of evoking a particular feeling in their audience.

The students also discussed how Art can evoke a range of feelings. Sometimes they are positive feelings but at other times art may make you feel uncomfortable. To enhance the students' learning experience, we visited the SA Art Gallery. As the students walked through the gallery, they photographed a variety of artworks. They had to capture an image of a work that gave them a positive feeling and one that made them feel less comfortable. As part of the follow up to the

excursion we printed the pictured and the students recorded the feeling each piece of artwork evoked in them.

Term 3 shared the discussion about the Sacraments and our opportunity to live the life that God desires for us. Each of the 7 Sacraments shares symbolism, stories from the Bible and ritual. We re-enacted a Baptism in St Aloysius church. This then led to the sharing of rituals and symbols from other Religions with some children sharing their own faith from the Buddhist, and Sikh Tradition.

We also had a welcome addition to our class during the term. Tom Humphries was a second tear student from the University of SA who completed a three-week placement with us. Tom was a mature and dedicated in-service teacher who planned, taught and assessed a Maths unit covering multiplication and division. He developed positive relationship with the students, his mentor teachers and the other students who were on placement. We were very sad to see him go.

One of the highlights in Term 4 was Reader's Theatre. The students practised and performed a short play each week as part of our Literacy Rotations. Before each performance they looked at the success criteria we had developed and decided what their learning goal was for that particular day. They also selected a peer who would give them feedback at the end of the performance.
At the conclusion of each performance, the students gave feedback on their own performance and listened to the feedback offered by their selected peer. This was a very successful and powerful way for the students to become familiar with the feedback model. The children were always so respectful in the way they offered and received feedback and always acted on the advice given.

I also asked for feedback from the students, developing a survey for them to complete. Some of the feedback I received was:
'Sarah, type a bit slower and you won't make as many mistakes.'
'We have been playing the same Maths Games for a long time and they are boring now.'
I acted on this feedback, trying to be more accurate when I typed and introducing new Maths games to the class.

We unpacked the Leading, Living, Learning Framework Key Capabilities Continua that was developed by our Catholic Education Office. Focusing on the capabilities of 'Morally Compassionate and Ecologically Aware' and 'Literate, Numerate and Effective Communicators' the children tracked where they were in their development. The students understood it was a progression and that they would not be at the end of the continuum until they were older. As a follow on to this, two of our students were invited to join three students from 5/6 White to participate in a podcast with James Neston from the CEO, which was shared through Arch D radio.

Another highlight of the term was learning to type using a keyboard. We worked with Kim each Wednesday using the Typing Club online program. The students were very dedicated to learning to touch type and often used tea towels to cover their hands and the keyboard, so they had to type using their knowledge of the keyboard.
Finally, practising for our Carols performance was lots of fun. The performance itself was not quite how we had imagined it as we performed outside without an audience other than the other classes.

This complimented our learning about Christmas and following the Story of the Nativity from the Gospel of Luke. We finished our term celebrating Advent and the birthday of Jesus.

We thoroughly enjoyed our year with the 2020 Year 2 cohort - a very special group of children!

Sarah Byrne

3/4 BROWN

The 2020 school year was one that could never have been predicted with the significant impact Covid-19 and the ongoing nature of the changes and retractions having a large impact on what teaching, and learning looked like for the Year 3/4 Brown class. In saying this Thien Do and I were incredibly proud of each and every one of the students for their positivity, flexibility and the persistence they showed throughout the ever-changing year. Below I have highlighted a number of significant events and celebrations from the 2020 school year.

New Learning Space

The Year 3/4 Brown students were incredibly excited in Term 3 to move into their brand-new learning space in the new building. The students loved the new furniture and the variety of different breakout learning spaces and felt very grateful for the opportunity to be in the new building. The new sound field system was very impressive and greatly assisted students in hearing and understanding teacher instructions and student presentations.

Home Learning

With the sudden and uncertain restrictions that were placed on school and students throughout the year due to COVID-19 the students displayed an incredible ability to be flexible, adaptable and to be self-managed. As we moved into a home learning scenario where students showed they were able to manage their learning through OneNote and with the support of their parents continue to learn through this different mode of learning. Thein Do and I would like to thank the students and their families for their patience and support during this time as we navigated through a very uncertain time.

Electric Cars

A highlight for the Year 3/4 Brown students in 2020 was the Electric Cars STEM unit. The students designed and built their own electric car from start to finish. The unit began with the students designing their car and how they could use a battery, a motor, wheels, axels and other different materials to build an electric car that could move over a certain distance. This unit integrated the curriculum areas of science, design and technology, engineering and maths. The students were incredibly proud of their creations and watching their cars race each other and complete a variety of different challenges. The students also created an iMovie to capture the process from the start.

Tom Atyeo and Thien Do

3/4 PURPLE

What an extraordinary year we experienced in 2020! When we reflect on this year in the future, we will come to understand that we were part of what will be considered an historical year – the year of COVID-19. It was against this backdrop that many 'firsts' were experienced! Home learning was one of these firsts!

We began the year in the knowledge that each of us is created in the image of a loving God and that it is this loving God who is constantly calling us to fullness of life. Each of us is unique in God's eyes and we were called to reflect on what this means for each of us. As we explored the Genesis story of Creation, we came to the understanding that diversity is a blessing and has been present since the moment of Creation! This understanding gave us a deeper insight into the message behind Harmony Day and we wrote prayers reflecting our thoughts and feelings. Our RE Program, coupled with our Health Program, continued to be the place in which we experienced inner centredness and connectivity with God, self and others. We also explored the various Church Seasons and their significance in the Liturgical Year which reflects the life of Jesus.

The English Curriculum enabled us to continue on previous learning and to delight in the world of wonderful literature! Was it any wonder, then, that you could have been mistaken for entering the world of Hogwarts! It became evident that the Harry Potter novels left quite an impression on the students in Yr3/4 Purple. In our lessons, we explored the importance of building an impressive vocabulary list which would then support us in our writing. Our Spelling Program enabled us to come to a deeper understanding of words and how to use them best in our writing. At times, we found it interesting to note the origin of the word and it gave us an insight into how words can be connected across languages!

The Mathematics Curriculum continued to open up the worlds of Number and Algebra, Measurement and Geometry, and Statistics and Probability. We enjoyed learning about fractions and particularly when working with a partner to 'create' fractions using paper and other suitable materials. We worked hard at understanding what we mean by multiplication and division, and we then worked at memorising our times tables. Our unit of work on Symmetry proved to be a very popular one and we were able to reflect on those objects in nature in which we find symmetry. We created half of a particular shape and then asked a friend to complete the shape to ensure the shape was symmetrical. This proved very interesting and we learnt so much about the various lines of symmetry and we explored the question, '*Do all objects have a line(s) of symmetry?'*

We also integrated our STEM unit with our Maths when the students were asked to focus on building a bridge using paper and popsticks and masking tape,which had to fit across a certain distance between two stools. Then the challenge was on to estimate how many beanbags the bridge would hold. There was great excitement and fun to be had and all the while, students were challenged to go back and redo and/or improve on their initial attempts.The students enjoyed this project immensely and they acknowledged their learning when many of their first attempts were not successful.

Our love for the environment in which we live took us on a wonderful journey to observe the natural world outside our classrooms. Our scientific eye took a deeper look at the plants and flowers and we then sketched our observations. I can tell that we have future scientists in our midst! The wondering questions they asked coupled with their sense of awe and wonder at the world around them reminded me of one of Albert Einstein's quotes:

The most beautiful thing we can experience is the mysterious. It is the source of all true art and science. Those to whom the emotion is a stranger, who can no longer pause to wonder and stand wrapped in awe, are as good as dead; their eyes are closed.

This sense of awe and wonder led the students to look at the structure of a flower and explore the significance of the various parts of the flower. They then discovered the connection a flower has with bees and as a result prepared a short iMovie on the importance of bees. Do you know to which colour bees are most attracted?

One of the highlights of the year was moving to the new building. Our enthusiasm was heightened as we discovered that we had our own lockers, personal areas in which to work, moveable furniture and break-away spaces which allowed for individual and group learning. The beauty of this new building is that it looks out onto a beautiful green space and the nature playground. For some of the students it became a quiet space.

We are grateful for the year that has been and look forward to continuing our learning journey in 2021!

Lucia Ciocca and Maria French

5/6 WHITE

Term 1

What a year 2020 was! The students in 5/6 White arrived vibrant and ready to learn on the first day of Term 1. All the students met Heather and made her feel very welcome and excited for the year ahead. The students spent time reconnecting with one another through teamwork, questioning, fitness and comparison activities.

In the first week, the students attended Aquatics Day, participating in a range of fun activities including kayaking, sailing, snorkelling and surfing. The students were organised into groups and they rotated through the activities - leaving little time for boredom! A number of students said they experienced things they never thought they would, such as standing up on a surfboard, seeing huge fish in their natural habitat and jumping off a sailing boat. The day was action-packed, educational and entertaining due to the wonderful instructors who ran the day at West Lakes Aquatic Centre.

Some of the curriculum covered in Term 1 included:

- persuasive texts
- narrative texts
- grammar and punctuation
- word studies
- Words Their Way spelling
- viewing comprehension
- place value
- odds and evens
- addition and subtraction
- multiplication and division
- types of prayer
- Lent

- prayer experiences
- trust networks
- rights and responsibilities
- coding
- cyber safety awareness
- animal adaptations
- iMovie narratives
- inquiry project using the Engineering Design Process

One of the main skills we started to implement throughout the first term was the ability to give and receive quality and timely feedback. Both Heather and the students used a range of feedback strategies to support us in reaching our full potential in all learning areas.

Throughout the whole term and over the remaining terms, we continued to focus on The Learning Pit, Learner Qualities, Character Strengths, gratitude and setting SMART goals.

As we approached the end of Term 1, COVID-19 was beginning to have a huge impact on us all and we were unable to provide face-to-face teaching in Week 11. Staff spent considerable time preparing for online learning in Term 2.

Term 2

Due to COVID-19, we started the term with about half the students at school and half at home. Students used the program OneNote to access the morning information and to engage in learning. It was great to see many of the students display independence, time management and ownership over their own learning.

Some of the curriculum covered in Term 2 included:

- narrative texts (continued)
- grammar and punctuation (continued)
- word studies (continued)
- Words Their Way spelling (continued)
- viewing comprehension (continued)
- multiplication (continued)
- iMovie narratives (continued)
- literacy groups – targeting reading gaps
- scripture (features of the Bible, old and new testament, parables and stories)
- measurement (time, capacity, time and length)
- solids, liquids and gases
- making predictions
- writing science reports
- Year 5 - different places in the world
- compass directions to navigate maps
- Year 6 - countries in Asia and their flags.
- tourism, exporting/importing and production
- relationships in Child Protection: Keeping Safe
- Minecraft for Education - real estate brochures using Canva for their assessment task.

- STEM challenge designed by Catholic Education around inventing a sport that allows for social distancing

One of the highlights of the term would have been creating our Kindness Boomerang video that included everyone from the class, spreading kindness at Tenison Woods.

Term 3

The term started off smoothly, with the senior students transitioning straight back into their learning without a fuss. The biggest change for the term was the increased level of leadership opportunities they were responsible for. The students designed and lead learning opportunities for the remainder of the school. All of the groups had the opportunity to run their sessions throughout the term. All of the students were able to reflect on what worked well and what areas needed attention. It was awesome to see a range of exciting initiatives being led and the feedback from the students involved was very positive.

Some of the curriculum covered in Term 3 included:

- grammar and punctuation (continued)
- word studies (continued)
- Words Their Way spelling (continued)
- viewing comprehension (continued)
- poetry
- biographies
- angles
- Year 5 – planets in solar system
- Year 6 – natural disasters
- Year 5 – Gold Rush
- Year 6 – Federation, government and parliament
- Mary MacKillop – art and life
- STEM: focus on 2040 documentary

One of the biggest highlights from Term 3 would have to be moving into our beautiful new learning space! The students were so amazed at the space and flexibility the environment provided. Footsteps would have to be another enjoyable experience from Term 3, as students engaged enthusiastically in the dance program and absolutely loved performing the song from Moana, “You’re welcome!”

As a class, we were exposed to the *Leading, Living, Learning Framework* that was developed by the Catholic Education Office. We broke up into groups and became experts in each of the key capabilities. We continued to refer to the continua throughout our learning and started to map where we felt we were as a group and individually and discuss how we would progress further. With the support and organisation of Anna, Heather and three year 6 students were asked to participate in a podcast alongside Mr Mercer, Sarah and some Year 2 Green students. James Neston from Arch D radio came to Tenison Woods to discuss how we were using the *Living, Learning Framework* effectively in our classrooms. We were all very excited and proud when the podcast was published online.

Term 4

After COVID-19 impacted on our ability to travel to Canberra, we had to put in a huge effort to plan an amazing end of year experience locally for Year 6 students. The students and staff who attended stayed at The Bend Motorsport Park Big4 Holiday Park and had an absolute blast! Dee was our on-site chef and she cooked up a storm - so delicious! Their time away was jam-packed with activities including knee boarding, canoeing, small boat handling, operating catamarans, tour of The Bend, watching some incredibly fast race cars on the track, checking out the high-tech camera and technologies, testing out our skills on some speedy go-karts, exploring the local native flora and fauna, riding bikes around the park, movie and trivia night. We concluded our camp with a special prayer experience that allowed the students to reflect on their time at camp and their time at TWCS. We made nature mandalas and explored and appreciated the array of colours around us. Rita and Heather surprised the students with beautifully written letters from their parents. We jumped on the bus and returned to school, briefly checked in with the Year 5 students and proceeded to walk down to the Schnithouse for a yummy lunch. It was such an awesome experience for all who attended and staff from The Bend accommodation were very impressed with the student's behaviour and commitment to caring for our Earth.

Although a busy term, the 5/6 students worked hard to provide engaging and innovative leadership opportunities. We had the following sessions taking place:

- Art for Everyone - all year levels
- World Defenders -all year levels
- A+ Reading - R/1 classes
- Bump it up club - R/1 classes
- JP Fitness - Year 1 & 2
- Spelling support - Year 2 students
- Colourful Creations - Year 2
- The Craft Box - Year 2-4
- Brilliant Bloxels - 3/4
- Pixel Pak - 3/4
- Minecraft Madness - 3/4

The students certainly developed the character strength of leadership and perseverance through these experiences.

As we approached the end of Semester 2, 5/6 students focussed hard on completing assessment tasks and worked in partnership with Heather and each other to reach their academic goals. This relied on a culture of feedback, support, self-management, and perseverance. Heather was extremely proud of all the students who displayed grit and a growth mindset, despite challenges.

The last few weeks of Term 4 consisted of Carols and Graduation Preparation, along with transitioning the students for 2021.

What an amazing year we had together in 5/6 White. Heather remains very grateful for such a wonderful group full of thriving and capable learners in 2020.

Heather Docherty

VISIBLE LEARNING

As 2020 commenced the Tension Woods Catholic School community entered the second year of its Visible Learning journey with our Corwin Visible Learning leader, Lyn Coote.

We continued to develop a culture in which students are the agents of their own learning, following a progression of learning outcomes. Students know where they are in their learning, what they need to know next and how to get there.

We started the year with all staff attending a full day of professional development focusing on the feedback model. This included teacher to student, student to student and student to teacher feedback which was specific and timely.

Early in the first term we met with Lyn to undertake a 'School Capability Assessment'. During this process we presented all the evidence we had collected across the school documenting where we were as a Visible Learning community. Lyn used the evidence to work with us to set our goals for the year.

One of these goals was to expand our use of Learning Intentions and Success Criteria across all curriculum areas and begin working on a feedback model of teaching.

As a staff we began to help our students answer the three feedback questions:

Where am I? Where am I going? How will I get there?

We used the visual feedback model of a 'Bump It Up Wall', so named as it is designed to help the students 'Bump Up' the quality of their work. Sometimes the walls are resources the educators have been able to download and use. Others have been developed by educators who have created exemplars of the different work standards, some use actual student work and some are co-created by the teacher and students.

Teachers also used verbal and written feedback to help students know where they were at and where they needed to go next. It takes time to build a culture where students feel comfortable knowing that their work is good but can always be improved and that the educator's role is to keep helping them to progress to the next level.

During Term 3 Peter Mercer, Tom Atyeo and I attended an Evidence into Action workshop with our Corwin Leader. From the evidence I had gathered and through group discussions we began to formulate a plan for our Visible Learning journey in 2021. Some of the evidence included video footage of students explaining what feedback is and how it works, photographs of Bump It Up Wall in classrooms, teacher to student and student of teacher feedback.

In November I was fortunate enough to have the opportunity to attend the National Corwin Conference – 'Moving Learning Forward Not By Chance But By Design'. Although originally planned to be held in Sydney it was actually a virtual conference due to CODID-19 restrictions. This was still a highly valuable experience for me that not only gave me an insight to where we are going but affirmed the good work and practices we are currently using.

Sarah Bryne
Leader of Learning

VISIBLE WELLBEING

This past year has presented all members of our school community with significant challenges to their personal wellbeing with the impacts of COVID-19 and the resulting restrictions having wide a wide-reaching impact. This has seen the school's Visible Wellbeing program and practices be vitally important in supporting the students and their families through these uncertain times.

Throughout 2020 each class has again focussed on a number of key principles in relation to visible wellbeing. The students were engaged in continuous exposure and specific learning activities in relation to the Character Strengths, the identification and importance of emotions, the learning pit, Growth Mindset, mindfulness, the Learner Qualities, reflection and SMART goals.

All of these key principles link to the domains of Positive Education and a snapshot of the learning of the students was again captured in their Learning to Flourish journals. The staff undertook professional development in Restorative Practices and Conversations. This approach to student wellbeing and building respectful relationships has begun to be introduced and used with the students to enhance and rebuild relationships.

This year the school introduced a new focus for Character Strengths as we had Character Strength of the Month. Over the year each month the classes focussed on one of the Character Strengths and integrated this strength into their teaching and learning program.

Tenison Woods Catholic School Wellbeing and Engagement Collection 2020 Report

At the end of term 1 the students in Year 4-6 undertook the Government of South Australia Engagement and Wellbeing Collection Survey. This survey is designed to measure the wellbeing and engagement of middle years students across the state.

Key Findings from the 2020 Report:

- 94% of students responded having a medium and high wellbeing in the area of happiness.
- 91% having a medium and high wellbeing in the area of optimism.
- 100% of students responded that feel connected to the school.
- 97% of students responded having a medium and high wellbeing in the area of emotional engagement with teachers.
- 94% of students responded having a medium and high wellbeing in the area of cognitive engagement.
- 94% of students responded that they have a positive academic self-concept.

Key Trends from 2016 to 2020:

- A 45% increase in the number of students reporting high wellbeing in the area of optimism.
- A 25% increase in the number of students reporting having an important adult at school.
- A 35% increase in the number of students reporting high wellbeing in the area of connectedness to school.

I would like to thank the school community for their ongoing support of student wellbeing at Tenison Woods and we all look forward to continuing to work in partnership with families and the community to ensure we have students at Tenison Woods that are flourishing in aspects of their lives.

Tom Atyeo

ITALIAN

The study of Italian at Tenison Woods School is an important aspect of the School Curriculum. Learning a language enables students to have an appreciation of other cultures: their language, their belief systems, their traditions and their history. It was against this backdrop that the Italian Programme evolved.

Our first community event was *La Sfilata delle Maschere* (Masks Parade). During the lessons leading up to Carnevale, the students learnt that Italy comes alive and that everywhere you look, you can see beautiful colours, beautiful costumes and beautiful masks. This beauty was reflected in the masks that the children decorated, and they were very proud to display their masks during *la Sfilata!* We then began exploring *Pasqua in Italia* and we learnt that the religious dimension of the Easter season is very important and so our use of language reflected this learning. We also learnt that the traditional Easter cake is *La Colomba* which is in the shape of a dove. The dove is a symbol of peace and during the Easter season we are reminded of the many times Jesus appeared to his disciples with the greeting, *Peace be with you.* The students worked hard with pronunciation throughout the year and I have continued to be amazed with their progress!

During Term 2 and Term 3 some of the topics covered included:

La Macedonia - Focus of the unit was on learning how to say the names of a variety of fruits in Italian and describing them: *il colore, grande/piccolo,* ecc
Che Tempo Fa? - Focus of the unit was learning how to describe weather conditions in Italian. The senior students also learnt about *L'Abbigliamento* (clothing) worn for each of the seasons…some of the designs were excellent!
Animali Curiosi - Focus of the unit was learning about the many animals in our world which have unusual features. It was an exciting unit of work for the students as it was linked to the Book Week Theme *Curious Creatures, Wild Minds.*
Throughout the units of work, students were introduced to the pronunciation of vocabulary associated with the topic and writing brief descriptive sentences/paragraphs.

Term 4 proved to be an exciting one in which we learnt about the many *Tradizioni di Natale.* The younger students learnt about *L'Albero di Natale* and *Il Presepe* and their importance in Italian homes, particularly *Il Presespe.* The older students learnt about a variety of Christmas traditions, ranging from the importance of the religious dimension of *Natale,* to the many regional celebrations and of course, the delicious food eaten on Christmas Day and *La Vigilia di Natale!*

I consider it a privilege to teach Italian at Tension Woods School. Throughout 2020, I once again found the students enthusiastic in their approach to learn more about the language and the traditions of Italy.
The students have become more confident in responding to simple questions in Italian and to share their knowledge with *i compagni di banco.* I am confident that, as we go forward, the

students will continue to build on their knowledge and so be able to take delight in communicating in Italian.

Lucia Ciocca

SPORTS

2020 was once again an extremely busy year for school sport at TWCS and school sport greatly affected by COVID-19.

Master Blaster Cricket

Master Blaster Cricket was offered again in 2020 in the same format as last year. This was offered to our Reception to Year 3 students and over term 1 and 4 we had 15 students participate in this sport offered through the Western Primary Schools Cricket Competition. This is an increase in the numbers from last year. It was fantastic to see many of our Reception and Year 1 students displaying a huge amount of enthusiasm towards their cricket. I would like to acknowledge Yashmeet Sandhu and Kathyrn D'Aloia for their efforts in coaching the teams.

Soccer

It was a disappointing year for soccer at TWCS as the North West Junior Soccer Association had to cancel the season due to the ongoing impact of Covid-19. The association just simply could not run the season with the restrictions that were in place due to the size of their soccer venues at West Lakes and St Clair. The association is committed to offering a season to all players in 2021.

Netball

This year we had 31 students represent the school in netball over three teams which is an increase on our 2019 participation. We had a Year 2, Year 4 and a Year 5/6 team in the South Australian Junior Netball Association competition in the southern division. We continued to host a number of Friday afternoon games for the Year 5/6 team and the Year 2 and Year 4 team played their games on Saturday mornings. The season held mixed results for the teams as they came up against some very strong opposition, however they were able to taste success in a number of games. I would like to acknowledge Dani Raymond and Bernice Arentz for their efforts in coaching the teams throughout the season. In particular I would like to thank Bernice as she coached both the Year 2 and Year 4 teams.

Basketball

This year saw the first teams entered into the mid-week basketball competition at Wayville Sports Stadium for a number of years. We had 38 students participate over five teams in Term 1 and 4. We had two Mixed R/1 teams, a Mixed Year 2 team, a Year 3/4 Boys team and a Year 3/4 Girls team. This was the first time we have had an R/1 team and Basketball was the most popular sport in 2020. I would like to acknowledge Becc Hemmings, Catherine Rowe, Lori Maresca, Sam Sneath and Lee Wearn for their efforts in coaching the teams throughout the season.

Sporting Schools Grant Funding

In 2020 we were successful in receiving Sporting Schools funding in Terms 1, 3 and 4. With these grants we were able to book SACA run cricket clinics in Term 1, Athletics Australia clinics in Term 3 and the TriSkills Gymnastic program in Term 3. All of these opportunities consisted of a 4 week program with a weekly session for all of the classes. All of the programs strongly supported the PE and Health and The Arts outcomes from the Australian Curriculum.

SACPSSA Carnivals

In 2020 the school participated in a number of different SACPSSA carnivals. The carnivals were severly affected by the COVID-19 situation and restrictions however, all carnivals went ahead in some capacity. Over the year the school had students participate in the Swimming, Netball, Cross Country, Touch Football and Athletics carnivals. The Netball and Touch Football carnivals were attended by all students from Year 3 to 6 as part of the PE curriculum and were a culmination of these sports being taught during PE lessons.

Outside of school sport we had a number of students make state and representative squads, elite sports programs and district teams for a variety of different teams. It is important to acknowledge the hard work and application to their chosen sports that these individuals have displayed. These students were acknowledged throughout the year in the school newsletter.

I would like to take this opportunity to thank the many parents who coached and managed teams across all sports. Without giving their time and energy to sport at TWCS we would not have the successful sports program that we do.

Tom Atyeo

P & F REPORT – Vincent Maresca

At the end of 2020 the Parents and Friends Committee Executive positions were up for renewal. The positions consisted of Vinny Maresca (Chair), Bianca Ayres (Secretary) & Karen Bilney (co-secretary) and Bozena Rowinska (Treasurer). I sincerely thank them all for their tireless work in the P&F. The positions are filled by Jess Rainsford (Chairman), Kirsty Miller (Secretary) & Michelle Mellar (Treasurer).

I would like to thank the entire committee for all their support throughout 2020. It was a testing year for the P & F and I am so grateful for the work they have all done.

2020 Fundraising & Community Events

Welcome Coffee Morning

The P&F held a "Welcome Coffee Morning" on Wednesday 27th Jan at Karma & Crow. Approximately 20 people attended and it was lovely to see a mix of new and existing faces. Thank you to Jess Rainsford for arranging the event.

Wine Drives:

Wine drives are a great fundraising event which the whole school community loves to get involved in. We held 2 wine drive in 2020 and over the two events, we raised $4960. A big thank you to Kirsty Miller & Jess Rainsford who continue to run these wine drives like a well-oiled machine!! Also, thank you to all the volunteers who helped pack & sort all the wines for both these events.

Mothers Day & Fathers Day Stalls:

Unfortunately, due to COVID, the 2020 Mothers Day Stall had to be cancelled and all the gifts have been stored for the 2021 Stall. We did manage to have our Father day stall and it was a great success once again having 220 orders in total. The kids absolutely loved the opportunity to spoil the special people in their lives. Thank you to Bianca Ayres for arranging the purchase of all the gifts for both stalls and thank you to all the volunteers who helped wrap and distribute the gifts on the days.

Pasta Day

The TWCS 2020 Pasta Day was an awesome day. The kids looked so excited eating their yummy pasta and sipping on their fruit boxes. I think this event is going to be a keeper, Pasta Day 2021 here we come!
Thank you so much to our volunteers who helped out setting up and serving, the day ran seamlessly. Another great community effort with just over 120 orders and raised just under $500.

Shrove Tuesday

The P & F Group held the annual Shrove Tuesday Pancake day on Tuesday 25th Feb. The pancakes were a hit with the students and I am happy to report that we raised $250 from the gold coin donations. These proceeds will be donated to St Vincent De Paul bush fire appeal. Thank

you so much to Jess Rainsford & Kirsty Miller for organising the event and also to our other volunteers: Angela Leigh, Andy Leigh, Mike Yang, Charmaine Petrallas & Jackie Stepien-Hulleman for assisting in serving, cooking, pancake making etc. It was great to work with you all at this event. These types of event can't happen without the help of volunteers, so thank you very much.

Conclusion

I would also like to express my gratitude to the 2020 P&F committee. Not only for turning up to meetings, but for putting in countless hours behind the scenes to make every event possible. I look forward to working with everyone again in 2021 and welcome any new members who have joined the committee.

Finally, thank you to the entire school community, staff & board for your tremendous support in 2020. Hopefully the P&F can continue to achieve great things into 2021.

Vincent Maresca (P&F Chairperson)

WHS – Peter Mercer

Incident Reports

Accident / Incident / Near Miss / Hazard Reports	Number	Description
Accidents / Incidents*	1	Collision Student fell broke their arm
	2	Student hit by table top breaking off
		Staff member tripped in Beehive
	2	Fall from height (tree)
		Fall from same level
Near misses	1	Staff member tripped due to pavers creating an uneven surface
Hazards	1	Tripping
	3	Platform in playground coating lifting off creating a trip hazard
		Rubber covering on chain link cargo net split exposing metal chain and bolts
		Metal table/seat have tipped and need to be bolted to the ground
	1	Tripping hazard new electrical pits installed by Sarah Constructions
	1	Protruding window sill
First aid only		
* Lost time injuries (from the accidents/incidents reported)	1	1 day
New Workers Compensation Claims		
Bullying Complaint investigations		
STUDENT RELATED		

*** Worksites can include tables/graphs from Rapid Incident Database here

SafeWork SA Union Matters

Notifiable Incidents / complaints

Date of Incident/complaint	Incident ID#	Incident Details	Actions from SafeWork SA e.g. SWSA Action Letter, Prohibition / Improvement Notice	Date of Notice Sign Off

Union Matters

Union right of entry

Date of attendance	Alleged contravention	Findings

Correspondence received

Title of document	Author	Date presented to staff/actioned
Hazard Alert x2	CSH&W	11/2/2020
Hazard Alert Bench/Table Setting	CSH&W	28/02/2020
Procedures for Consultation	CSH&W	06/05/2020
CSHW Safety Bulletin	CSH&W	27/05/2020
Early Intervention Guidelines	CSH&W	17/06/2020
Labour Hire Guidelines	CSH&W	17/06/2020
Safety Bulletin	CSH&W	15/07/2020
Hazard Alert Floor Outlet Electrical Boxes	CSH&W	9/11/2020

Policy / Procedure

Title of policy/procedure	Date presented to staff
WHS & IM POLICY (signed and displayed in office)	29/1/2020
Work Environments and Facilities Procedures (3)	3/06/2020
Responsibility Authority and Accountability Procedure (12)	3/06/2020
Traffic Management Procedure (28)	3/06/2020

Audits

Type of Audit	Corrective Actions Identified (e.g. # NCR's issued, observations etc, areas requiring action)

Training

Title	Provider	Date completed	# attended
Information Security Awareness	Learning Manager	March 2020	2 staff
Information Security Awareness	Learning Manager	May 2020	2 staff
Information Security Awareness	Learning Manager	May 2020	12 staff
Emergency Warden Training	CSH&W	24/06/2020	Rita
Disability Standards for ESOs Part 1 & 2	NCCD	21/08/2020	L Wooley
Disability Standards for ESOs Part 1 & 2	NCCD	23/09/2020	R Ioakim
Disability Standards for ESOs Part 1	NCCD	21/10/2020	L Crotty

WHS Activities completed

Activity	Date completed
Risk Assessments for various activities 5/6 Aquatics Parent Welcome Picnic Year 6 Caritas Just Leadership Day Building Risk Assessment (revised)	 04/12/2019 05/02/2020 12/02/2020 05/02/2020
WHS & IM Policy signed and displayed	29/01/2020
First Aid Bags checked and refilled	13/12/2019
Training Records Updated	12/02/2020
Ladder Register updated	12/02/2020
Electrical RCD 6 monthly testing	12/02/2020
Task Manager 5 Tasks completed	05/02/2020

Risk Assessments for various activities Year 2 Zoo Excursion Year 2 Apple Store Excursion Swimming Year 2 Apple Store Excursion SACPSSA Swimming Carnival Use of Alcohol Hand Sanitiser	 13/02/2020 15/02/2020 19/02/2020 15/02/2020 11/03/2020 19/03/2020
Evacuation completed	19/02/2020
Task Manager 10 Tasks completed	11/03/2020
Prepare AGM Report	11/03/2020
Exit Light Testing	18/03/2020
Training Records Updated	18/03/2020
Safety Data Sheets updated	25/03/2020
Workplace Inspections finalized and most actions completed	25/03/2020
Emergency Warden Pictures Updated	25/03/2020
Risk Assessments Pupil free day student supervision Covid-19 Procedures Covid-19 updated	 07/04/2020 24/04/2020 11/05/2020
Task Manager 7 Tasks completed	08/04/2020
Staff Induction updated	29/04/2020
First Aid bags refilled	29/04/2020
Contractor Register updated	06/05/2020
Preceda records updated	06/05/2020
Disaster Recovery Plan Updated	06/05/2020
3 Incidents investigated and closed	13/05/2020
Updated Contractor Register	13/05/2020
Task Manager 2 Tasks completed	13/05/2020
Updated Contractor Register	20/05/2020
Task Manager 5 Tasks completed	20/05/2020
New Emergency Warden signs displayed	27/05/2020
Desk Top lock In Drill (due to Covid-19 physical drill not completed)	01/06/2020
Tagging and testing register reviewed	03/06/2020
Preceda training records updated	03/06/2020
Contractor register updated	03/06/2020
First Aid register reviewed	17/06/2020
Covid-19 signs displayed re safe distance requirements	17/06/2020
5 Task Manager tasks completed	24/06/2020
Board Report	24/06 2020
Risk Assessments SACPSSA Netball Carnival	 27/07/2020
Task Manager 3 Tasks completed	01/07/2020
First Aid Register reviewed	15/07/2020
COVID-19 Keeping your Distance displayed throughout school yard and office area	15//07/2020 29/07/2020
Contractor Register updated	15/07/2020
Fire Extinguisher testing completed	17/07/2020
Preceda records updated	22/07/2020
First Aid Sports bags refilled	22/07/2020

Updated Contractor Register	29/07/2020
Task Manager 2 Tasks completed	29/07/2020
Risk Assessments SACPSSA Touch Carnival P&F Pasta Day	 02/09/2020 07/09/2020
Preceda records updated	05/08/2020
Electrical register updated	05/08/2020
Reviewed Incident/Hazard database	12/08/2020
First Aid duty bags and sports bags checked and refilled	17/08/2020
Preceda updated	26/08/2020
Contractor register updated	26/08/2020
Task Manager 5 Tasks completed	02/09/2020
Contractor Register updated	02/09/2020
Exit/Emergency Light Testing	02/09/2020
Updated Contractor Register	09/09/2020
Meeting with Jayne Ryan re new Evacuation Plan	09/09/2020
Risk Assessments Pizza Lunch 5/6 Base Camp Visit Footsteps Disco Painting of Toilets Caritas Carnival 5/6 BaseCamp Year 6 Camp Tailum Bend Camp Catering Athletics Carnival	 16/09/2020 14/10/2020 22/09/2020 23/09/2020 14/10/2020 21/10/2020 28/10/2020 28/10/2020 03/11/2020
Preceda updated	16/09/2020
Contractors updated	16/09/2020 14/10/2020
New building added to Exit & Emergency Testing Register	16/09/2020
Lock In	22/09/2020
Camp Meeting	23/09/2020
Visit to Camp site	06/10/2020
New Evacuation Plans (thanks Peter) displayed throughout the school	21/10/2020
Task Manager 4 tasks	21/10/2020
Camp Contractors information updated	28/10/2020
COVID SAFE PLAN	29/10/2020
Workplace Inspections prepared	04/11/2020

Any other issues:

Report prepared by: WHS Coordinator Linda Wooley

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