



Catholic  
Education  
Sandhurst Ltd

# 2024

## Annual Report to the School Community



### Our Lady of the Sacred Heart Primary

32 Jeffrey Street, ELMORE 3558

Principal: Matthew Mann

Web: [www.olsheamore.catholic.edu.au](http://www.olsheamore.catholic.edu.au)

Registration: 661, E Number: E3020

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## Principal's Attestation

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I, Matthew Mann, attest that Our Lady of the Sacred Heart Primary is compliant with:

- The minimum standards and other requirements for school registration and school boarding premises (if applicable) as specified in the Education and Training Reform Act 2006 (Vic) and the Education and Training Reform Regulations 2017 (Vic).
- Australian Government accountability requirements related to the 2024 school year under the Australian Education Act 2013 (Cth) and the Australian Education Regulations 2023 (Cth).
- The Child Safe Standards as prescribed in Ministerial Order 1359 – Implementing the Child Safe Standards, Managing the Risk of Child Abuse in Schools and School Boarding Premises.

Attested on 12 May 2025

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## About this report

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Our Lady of the Sacred Heart Primary is registered by the Victorian Registration and Qualifications Authority (VRQA). The Annual Report to the School Community (ARSC), provides parents and the wider community with information about the school's activities and achievements throughout the year including information about various aspects of school performance. The Report is supplementary to other forms of regular communication to the school community regarding initiatives, activities and programs which support the learning and wellbeing of its students. Further information about the contents of this Report may be obtained by contacting the School directly or by visiting the School's website. Information can also be obtained from the [My School website](#).

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## Governing Authority Report

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The Catholic Education Week theme for 2024, “Behold I Make all Things New,” invited us to reimagine possibilities to enliven our ministry in Catholic education in innovative and creative ways. The theme challenged us to ensure our educational enterprises were clearly focussed on every student, every teacher, every school, every day.

In 2024, the recognition that Catholic Education Sandhurst Limited (CESL) is a multi-school system found expression in our commitment to streamlined governance responsibilities and enhanced support for our learning centres. This approach allows for unified policies, consistent standards, and centralised support, while still catering to the unique needs of each individual learning centre.

To align the work of Catholic Education Sandhurst Ltd with the CESL Strategic Plan 2023-2027, three “Guiding Lights” have been identified that will shape the work of the organization for the next three years:

- **Authentically Sandhurst Catholic Education**  
Recognizing our rich diocesan relationships and commitment to spiritual formation, Sandhurst Catholic Education is living the missionary call to respond to the needs of our young people and our world with an ongoing and Gospel infused process of encounter, deep listening, discernment and courageous action.
- **Outstanding Learner Growth**  
Together, across the system, we will invest in educational and allied staff capabilities so that irrespective of personal circumstances, every young person in every school will have access to an equitable, sound, engaging and responsive learning program.
- **Solidarity and Subsidiarity**  
Through our commitment to solidarity, in each of our learning centres, our young people have the same opportunity to flourish and grow. Our collective strength will be used for the benefit and growth of all parts of the organisation.

At the same time, subsidiarity allows entities to bloom and thrive under clear parameters, knowing in which circumstances decisions are to be made at the lowest level possible, or the highest level necessary.

In line with these three Guiding Lights and the recognition that CESL is both an evangelizing and educative entity, 2024 saw the groundwork established for Magnify Sandhurst, a transformative learning and teaching program to be rolled out to our 51 Catholic schools across the Sandhurst Diocese. This new learning and teaching program aims to significantly

enhance the learning experience for students and provide teachers with the tools they need to deliver an evidence-based curriculum that boosts student outcomes.

With the support of world-class educational partners such as Steplab, Knowledge Society, MultiLit, and Ochre Education, Magnify Sandhurst is an investment in the future of every child in all 51 schools. With the mantra, 'Every student, every teacher, every school, every day', the program is designed to create a learning environment that challenges and supports students, helping them reach their full potential.

I am extremely grateful for the commitment and professionalism that is clearly identified by the efforts throughout 2024 of our school staff and Catholic Education Sandhurst Office personnel; they continue to work tirelessly for the students and families in our schools and are true bearers of the Mission to which they have been called.

Kate Fogarty

Executive Director, Catholic Education Sandhurst Limited

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## Vision and Mission

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### School Identity and Vision Statements

Our Lady of the Sacred Heart School is a community learning and living in the tradition of the Daughters of Our Lady of the Sacred Heart.

#### Vision Statement:

We believe that Our Lady of the Sacred Heart School is a community in which:

- The OLSH story and traditions and the Gospel values are integral to our identity and principles.
- The care safety, wellbeing and inclusion of all children is central to our purpose.
- Our community builds partnerships between students, parents and staff.
- We educate the whole child in an engaging learning environment in which teamwork and collaboration are central to students reaching their potential.
- All children have the opportunity to learn in a nurturing and stimulating environment.
- Learning and teaching is fundamental to building independent and motivated learners.
- Our teachers are active passionate and engaging.

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## School Overview

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School Overview:

Our Lady of the Sacred Heart Primary School in Elmore, is steeped in tradition and has formed an integral part in the lives of the many locals who have passed through our doors.

As a school, we are dedicated to ensuring that every child is given access to the skills and knowledge that will positively shape the remainder of their lives.

School should be a place where students are affirmed, challenged and encouraged to push beyond the limits that they themselves, or society, might otherwise place upon them. Our children should leave school not limited in their thoughts and expectations of themselves, but rather, believe that they are capable of being a positive contributor to the world.

As a Catholic school, OLSH is dedicated to the teachings of Jesus and the values of the Catholic Church. We are part of the Catholic Diocese of Sandhurst and Fr. Ashley Caldwell is the leader of our broader parish community.

Our staff are inspired by the knowledge that we are a major influence on the lives of the students we get to work with every day. We acknowledge that we are partners with parents, and the broader community, in shaping students' lives and in positively influencing their everyday choices. We know that we get better by working together and that positive relationships, coupled with appropriate challenge, helps everyone to improve at what they do.

Our children deserve nothing less than our best endeavours to help them fulfill their potential. As a staff, we are totally dedicated to ensuring that the teaching methods we adopt and the learning opportunities we bestow upon the children, are informed by the best evidence we have available as to how learning happens. We will continue to learn and grow together, for our own development and most importantly for that of the children we have the honour of working with.

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## Principal's Report

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2024 was again a very successful and rewarding year on many fronts for students, staff and families of OLSH. We had our largest year level of 10 year 6 students move on to secondary school and we had 4 foundation students begin the year with us. In total, we had 36 students enrolled in the school.

As a school we continued our rigorous approach to learning and teaching, continuing our focus on improving student writing, whilst also maintaining a focus on the principles emerging from the science of learning to guide our learning and teaching practices across the school. Our NAPLAN data was once again of a very high standard, with our year 3 and 5 students comparing very favourably to other high performing schools across the state. The one area for development is in spelling for our year 3 students, with steps already in place to rectify this outcome.

The Diocese of Sandhurst announced throughout the year that in 2025, all schools will be required to participate in several learning initiatives, aimed at improving student data across the diocese. These include structured literacy for all junior students, using MultiLit and the use of OCHRE resources in English and Maths to ensure that students are receiving a knowledge rich curriculum. These initiatives are very aligned with the philosophy we have developed here at OLSH which is reassuring.

Once again, our three educational bodies in Elmore worked harmoniously together to create valuable learning and gathering opportunities for all. The highlight being the Colour Run that was held at Elmore Primary. This was a real blast and every student and parent in attendance absolutely loved it.

In 2025, I will be moving on from OLSH to take up a role in the Catholic Education Office. I have absolutely loved my 3 years at this magnificent school and want to thank everyone for making me feel so welcome and supported. I am delighted at the appointment of Lisa Hitchcock as principal and know that our community will come to treasure the many gifts her presence will bring.

Kind regards,

Craig

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## Catholic Identity and Mission

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### Goals & Intended Outcomes

#### Intended Outcomes

To continue to build a culture of Catholicity through the story, tradition and history of the Daughters of Our Lady of the Sacred Heart.

#### Goals

- Greater involvement of staff and students in planning school liturgies.
- Greater opportunity for formation of students and staff in communicating the understanding that social justice activity is a direct implication of the teachings of Jesus.
- Planning for purposeful teaching and learning in Religious Education.

### Achievements

#### Achievements

- The Beginning and End of Year mass was celebrated with a large number of the community attending mass and a community dinner.
- Our Lady of the Sacred Heart Feast Day was celebrated with a liturgy.
- The Sacraments and Mission Day, continued in 2023 after being reintroduced in 2022.
  
- The Northern Plains Cluster Student Leadership Day was held with Grade 5 & 6 learners from Kerang, Pyramid Hill, Cohuna, Echuca, Rochester, Elmore, Heathcote and Inglewood  
The staff participated in a day focused on prayer and sustainability

### Value Added

#### Value Added

- The reawakening of our Sacramental Program in the Parish.
- Religious Education was a Sacred Space display in the hallway for all learners and their families.

- Religious Education classes reflected the same intent on learning using evidence-based practices as seen in other subject areas.
- Classes pray morning and afternoon, and the sacred spaces reflect the time of the Church Year.
- Message stick and our acknowledgement at Mass, assemblies and prayer services.
- Participation in Sandhurst switches off.
- Denise Nihill attending a study tour in Chicago led by Kevin Lawlor and ten other Religious Education Leaders/Principals. On return sharing with the School Advisory Council and staff.
- Denise Nihill participated in Religious Education Leader Network meetings.
- As a response to the encyclical Laudato Si' and the diocesan commitment to ecological spirituality OLSH school focused on the care of our common home. This was evidenced by a "Season of Creation" banner displayed at the front of the school and a Lenten Outdoor Mass held during the Fifth Week of Lent with Troy Firebrace performing a "Welcome to Country" and Father Ashley Caldow as the celebrant.
- Each class participates and lives out "Lenten Promises" and "Pray, Fast and Give" raising a substantial amount of money for Caritas.
- Three staff members beginning their Religious Education Accreditation.
- Senior class leaders visit "Elmore Food Share" each term to provide grocery items for the disadvantaged, actualising our mission of mission and discipleship.
- Participation in the MacKillop Art Exhibition, Sacred Heart Cathedral, Bendigo.
- Regular prayers and information about the Liturgical Season are included in the school newsletter, social media and family communication platform SeeSaw.

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## Learning and Teaching

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### Goals & Intended Outcomes

#### Intended Outcomes

To introduce evidence informed practices to improve students writing outcomes

#### Goals

- For all students to demonstrate growth in their writing.
- For teachers to have a greater understanding of the key ingredients for the optimal teaching of writing.

### Achievements

#### Achievements

- We invested in 'No More Marking', with particular emphasis on Comparative Judgement.
- Our students demonstrated considerable improvement across the school in their writing outcomes as demonstrated via their Comparative Judgement scores.
- Our staff have undertaken significant professional development in the teaching of writing and now feel more confident in teaching this area of the curriculum.
- Staff utilised the Novel Studies component of Jocelyn Seamer resources which effectively integrates writing, speaking and reading.
- The school's curriculum encompasses Religious Education with faith development, social justice and developing knowledge. Teachers follow the Source of Life curriculum when teaching Religious Education.
- Our staff continued to utilise our Model of Instruction to support all learners at all levels of learning.
- Students participated in music, physical education and science classes as part of our specialist program.
- Auslan continued across the school, with the Teacher as Co-learner model being reinforced.
- Guidelines for the collection of data for the National Consistent Collection of Data (NCCD) program were carefully followed.
- Learning conversations were held in Terms 1 and 3 with written reports going home in Terms 2 and 4.

## Student Learning Outcomes

Learners in Years 3 and 5 at Our Lady of the Sacred Heart School participated in NAPLAN assessment tasks in 2024 using the online platform.

Our school is thrilled with the results of our students NAPLAN results, however, as there are less than 10 students in the grades that sat NAPLAN the school is unable to share data, as it would breach the privacy of individual's results.

Teachers have analysed the results from this year and the school will continue to implement a rigorous schedule for teaching and learning in the areas of Literacy and Numeracy to continue to raise the level of achievement across the school.

All data sets, which include - ACER's PAT – Mathematics and PAT – Reading, Essential Assessment, Decodable Readers Australia SPARKLE Kit, MAI – Maths Assessment Interview and DIBELS, are used to triangulate student's achievement data and to ascertain the next steps required for ongoing learning.

<b>NAPLAN - Proportion of students meeting the proficient standards</b>			
<b>Domain</b>	<b>Year level</b>	<b>Mean Scale score</b>	<b>Proficient</b>
Grammar & Punctuation	Year 3	*	*
	Year 5	*	*
Numeracy	Year 3	*	*
	Year 5	*	*
Reading	Year 3	*	*
	Year 5	*	*
Spelling	Year 3	*	*
	Year 5	*	*
Writing	Year 3	*	*
	Year 5	*	*

\*A school's NAPLAN test must have a minimum of 11 participants and 80% participation rate. Data not reported for 2024 due to participation not meeting these criteria or no students were assessed. Participants include students who were assessed, including non-attempt, or those exempted from the test.

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## Student Wellbeing

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### Goals & Intended Outcomes

#### Intended Outcomes

To continue to develop each child's sense of themselves and to support them in developing their individual and collective capacities.

#### Goals

- To continue to explore ways to strengthen relationships between home and school.
- To utilise the data coming from our Student ORIMA surveys to improve Student Engagement and Student Safety.

### Achievements

#### Achievements

Our 2024 Student ORIMA surveys demonstrated a significant increase in our students' perceptions of being engaged with their learning. This response increased from a 49% positive response in 2023 to 69% in 2024.

Additionally, our Student ORIMA surveys also indicated that our students are feeling safer at school. The positive response increased from 62% in 2023 to 75% in 2024.

Child Safe Standards were and reinforced during our staff meeting times.

Students beginning in foundation in 2024 were given multiple transition opportunities to prepare for their beginning of school.

The digital platforms, SIMON, PAM, Seesaw and Facebook were used to maintain communication and connection with families.

### Value Added

#### Value Added

Senior students participated in twice termly discussions with the principal about how they were perceiving engagement in their learning and playground safety.

Communication with parents continued to be a priority:

- Parents were informed when their child was being recognised at our Friday assemblies so that they could come along so see them receive their awards.
- The school newsletter was sent to all families via email every Wednesday.
- Weekly assemblies were conducted every Friday afternoon and were led by our senior students. Individual student efforts throughout the week were recognised during this time.

## Student Satisfaction

### Student Satisfaction

Year 4, 5 and 6 once again participated in the ORIMA student satisfaction survey. Our results indicated that our students find school to be a safe place to play and learn. It was particularly pleasing to see that our areas of focus from 2023, student safety and student engagement, received a significant boost thanks to the work we did throughout the year to ensure that student voices were heard, and responses were made in relation to their suggestions.

### Overall

Across the board, our students exhibited significantly stronger positive feelings towards school than the CES average.

## Student Attendance

### Student Attendance

#### ATTENDANCE PROCEDURES

- SIMON is used to record all attendance.
- Attendance is taken in the morning (9.00 am) and after second break (2.30 pm) each day.
- Learners who are absent at the beginning of each day are noted and the Administration officer will make contact with parents if no communication has been received.
- Parents are required to log a student's absence on PAM (Parent Access Module). They can access this through the SIMON EVERYWHERE app.
- In the event a child is absent for more than two consecutive days without notification, the Principal will call the parents to check on the reason for the absence.

<b>Average Student Attendance Rate by Year Level</b>	
Y01	88.6
Y02	91.7
Y03	90.2
Y04	94.4
Y05	89.5
Y06	82.2
Overall average attendance	89.4

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## Leadership

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### Goals & Intended Outcomes

#### Intended Outcomes

That all staff continue to see themselves as capable leaders who have the capacity to both individually and collectively improve the quality of their work and the impact they have on the students at our school.

#### Goals

To continue to grow all staff's understanding and responsibility towards influence and leadership.

### Achievements

#### Achievements

- Staff contributed to the collective actions we aspire to, to ensure that we remain a cohesive and collaborative adult unit.
- Responsibilities were accepted by specific staff to lead in the areas of Learner Diversity and Catholic Identity.
- The School Advisory Council continued to meet face-to-face during 2024.

<b>Expenditure And Teacher Participation in Professional Learning</b>	
List Professional Learning undertaken in 2024	
<p><b>PROFESSIONAL LEARNING</b></p> <p><b>Writing PL</b> – a whole day workshop with Jeanette Breen from No More Marking about evidence informed practices in the teaching of writing Participation in the Magnify Sandhurst learning and teaching initiatives. This included:</p> <p><b>OCHRE</b> online sessions for Maths and English</p> <p><b>MultiLit</b> – 2 days of online training in InitialLit</p> <p><b>Inhouse Professional Learning in 2024 included:</b></p> <ul style="list-style-type: none"> <li>• NCCD moderation</li> <li>• Auslan training - with Tim Pitts</li> <li>• Writing PL - whole staff – twice per term reflections on our practice</li> <li>• CompliSpace training</li> <li>• Learner Diversity Training</li> <li>• Critical Incident Training - Administrative Officer</li> <li>• First Aid updates</li> <li>• Religious Education Network meetings hosted by Catholic Education Sandhurst Limited</li> </ul>	
Number of teachers who participated in PL in 2024	10
Average expenditure per teacher for PL	\$260.00

## Teacher Satisfaction

### TEACHER SATISFACTION

Teachers all completed the ORIMA teacher satisfaction survey. The most significant outcomes in relation to our staff satisfaction data, were around:

- confidence in our school improvement strategy – 100% agreement
- Teachers confidence in their own capacity to improve instruction – 100%
- Staff knowing that they are safe to make mistakes and improve – 97%

## Overall

Our staff data demonstrates that our staff are very satisfied with their work in 2024, with all areas displaying significantly higher numbers than the CES Ltd average across the diocese.

<b>Teacher Qualifications</b>	
Doctorate	0
Masters	1
Graduate	1
Graduate Certificate	1
Bachelor Degree	4
Advanced Diploma	2
No Qualifications Listed	2

<b>Staff Composition</b>	
Principal Class (Headcount)	1
Teaching Staff (Headcount)	5
Teaching Staff (FTE)	4.01
Non-Teaching Staff (Headcount)	5
Non-Teaching Staff (FTE)	2.48
Indigenous Teaching Staff (Headcount)	0

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## Community Engagement

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### Goals & Intended Outcomes

#### Intended Outcomes

To build strong relationships with the parents and broader community and to have parents become more regular participants in our school events.

#### Goals

- To look for opportunities for involving families in new ways in the school community and to reach out to families as they re-engage in school life.
- To involve and encourage families as active decision-makers and influencers in the life of the school.

### Achievements

#### Achievements

- Due to extreme weather events, our Beginning of Year Mass was changed to a later date.. This impacted our families' capacity to attend.
- The end of year Mass was converted to a Graduation Liturgy due to Father Caldwell's unavailability. This was held in the church with a dinner back at school. It was attended by most families.
- Senior students again worked with food share to help support those people in our community who require additional help and food supplies.
- Mission Day was super successful, with approximately \$2,100 raised to support the OLSH sisters of Sudan. This day was made very special with the participation of 15 Year 9 girls from our sister school, OLSH Benteigh. These girls conducted a liturgy for the school and then ran a stall during Mission Day activities – they were a delight! Elmore Primary School once again participated in our Mission Day, making it a wonderful community event

### Parent Satisfaction

#### PARENT SATISFACTION

Parents were invited to complete the ORIMA family satisfaction surveys, with 60% of families taking up this opportunity, with results indicating that our families are extremely satisfied with the learning environments we are providing for their children.

**Overall**

This data demonstrates that our school families are very satisfied with all domains being considerably higher than the CES Ltd average response.

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## Financial Performance

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The school's financial performance information and a report of the financial activities of the school's boarding premises (if applicable) have been provided to the Australian Charities and Not-for-profits Commission (ACNC) and will be available for the community to access from their website at [www.acnc.gov.au](http://www.acnc.gov.au).

For more detailed information regarding our school please visit our website at [www.olshelmore.catholic.edu.au](http://www.olshelmore.catholic.edu.au)