Review of Action Plan 2013 as at 22.11.2013

Results of this 2013 Action Plan review are recorded accordingly.

**Those actions achieved are highlighted in green**

**Those actions that are still a work in progress are highlighted in yellow.**

**Those actions that are no longer applicable are highlighted in blue**

**Our Lady of Mt Carmel School - Coorparoo**

**Strategic Renewal Plan 2012-2016**

<table>
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<tr>
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**Priority 1: Mission & Religious Education**

**Belief Statement:** Our Lady of Mt Carmel is a parish Catholic school where the faith and spirituality of each person in our community is recognised, nurtured and developed. Prayer, liturgy and celebrations are key elements of our spirituality.

Support the faith and spiritual development of students and staff.

**Actions for 2013**

- APRE to actively liaise with Parish Sacramental team in order to nurture strong relationships

Promote witness to Gospel values in our everyday interactions.

**Actions for 2013**

- Organise support for sister parish in Zumalai (East Timor) with a new focus on fundraising of proceeds

Provide opportunities for students and staff to prepare for and engage in Catholic rituals and liturgical celebrations, including traditional prayer(s) so that we will maintain and enhance the Catholic ethos of Our Lady of Mt Carmel.
between our school and Mt Carmel and Regina Caeli Parishes
- Explore alignment of Sacramental preparations at a school and Parish level between Mt Carmel & Regina Caeli in light of the new RE curriculum
- Continued staff involvement in BCE’s “Catching Fire” Spirituality program
- Whole Staff involvement in retreat experience to commence school year

Encourage and support student involvement in community service programs and social justice issues.

Actions for 2013
- Yr 7 Leadership program – Visit to a less fortunate school – Woodridge after raising funds for their school. Year 7 leaders to play a game of sport with the children from Woodridge.

Develop the religious life of the school that recognises the faith background of all students in our community.

Actions for 2013
- Acknowledge other faith and cultural backgrounds in context of class and whole school activities, school prayer and liturgy. Eg Harmony Day
- Explore opportunities to acknowledge the traditional owners of the land that OLMC is built on
- Take the opportunity to acknowledge Aboriginal people through an ‘Acknowledgement of Country’ at special Liturgies such as Harmony Day and Multicultural Day.

Provide a religious education curriculum that promotes knowledge, understanding and skills about Catholic traditions.

Actions for 2013
- Monitoring/audit of RE content taught within the school across all year levels
- Focus on the implementation of the RE curriculum in line with national documents
- Provide staff with current PD and resources to support the implementation of the RE curriculum
- Implementation team to drive the new RE curriculum

Provide professional learning and spiritual formation opportunities for staff.

Actions for 2013
- Complete BCE process for “Accreditation to Teach RE in a Catholic School
- Provide staff opportunities for RE PD

of Mission Day to support the work of Catholic Mission
- Continue Pastoral Care program and Pastoral House Groups
- Mission day funds to support Catholic Mission
- Walk for Water funds to support Project compassion and to plan a new initiative to support Zumalai
- Promote social justice within school community e.g. Christmas appeal
- Continue with Virtues & Class Charter program

Actions for 2013
- Validate Criteria 1.1 – Religious Identity and Culture
- Explore charism Carmelite Fathers & Sisters
- Carmelite devotion emphasized - e.g. celebration of school feast day. Date - July 16
- Year level liturgies each semester
- Whole school liturgies & celebrations
- School involvement in Parish Family masses
- Continued class involvement in parish weekday masses

Actions for 2013
- Acknowledge other faith and cultural backgrounds in context of class and whole school activities, school prayer and liturgy. Eg Harmony Day
- Explore opportunities to acknowledge the traditional owners of the land that OLMC is built on
- Take the opportunity to acknowledge Aboriginal people through an ‘Acknowledgement of Country’ at special Liturgies such as Harmony Day and Multicultural Day.
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<th>Priority 2: Learning &amp; Teaching</th>
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**Belief Statement:** Our Lady of Mt Carmel is a community of lifelong learners committed to quality teaching and learning for all. Curriculum programs respect individual learning differences and focus on developmentally appropriate outcomes for all students.

**Actions for 2013**
- Validate Criteria 2.1 – Curriculum Design and Implementation as part of School Internal Review process
- Continue to implement the Australian curriculum, for Years P-7

**Actions for 2013**
- Develop inclusive, comprehensive and quality curriculum planning, monitoring, assessment and reporting processes that are inclusive of the implementation of the Australian Curriculum within the context of the Learning Framework.
- Engage staff in professional learning to enhance transition to Australian Curriculum
- Explore possibilities of introducing a Curriculum

**Actions for 2013**
- Implement BCE supported enrolment procedures
- Regularly review Educational plans to support students with special needs under the direction of our ST-IE and Guidance Counsellor.

Ensure processes are in place to promptly identify and address students’ needs and thus strengthen our capacity to provide for the diverse needs of students with special needs.
Use the collection of student data to inform teaching across various learning areas and year levels. Allow school driven data + NAPLAN data to inform teaching and professional learning.

- Transition to Geography component of Australian Curriculum when the Geography Curriculum is approved
- Provide opportunities for PD with regards to Spelling or spelling programs within the English Curriculum

Embed information, communication and learning technologies in learning and teaching processes

Actions for 2013
- Provision for ongoing systems maintenance and improvement involving IT technician
- Continue to update ICT equipment to support the teaching & learning process
- Promote staff mentoring with the use of various technology
- Provide opportunities for Professional development that enhances teacher knowledge in ICT in particular the implementation of the new LIFE program
- Ensure that the development of appropriate ICT skills are embedded into Year level planning

Committee to coordinate curriculum initiatives
- Provide support for integrated planning of curriculum that provides for holistic learning that covers the academic, social, emotional, physical and spiritual aspects of a student’s development within the context of Brisbane Catholic Education’s Learning Framework/Including the Learning Support Teacher, Teacher Librarian and Guidance Counsellor
- Intra and inter school consistency of teacher judgment
- Allocation of CST & SRF funds to support professional development in planning, reporting and monitoring
- Ensure assessment tasks are consistent with the new Australian Curriculum and complement direction from ACARA

Implement a coordinated approach to professional learning. An approach that includes providing teachers with the capacity to utilise information, communication and learning technologies to improve learning and teaching.

Actions for 2013
- Spelling committee to coordinate professional learning
- Continue whole school coordinated approach to professional learning in regards to implementation of Australian Curriculum
- STIE to provide skills and training to school officers and teachers
- Support BCE Teacher Accreditation and the new Australian Standards

- Provide classroom and environmental support for students with special needs
- Make provision for Reading Recovery programs e.g. Multilit/Road to Reading
- Provide professional development of staff in areas of special needs e.g. Downs Syndrome
- ST-IE and Guidance Counsellor to outline their role to parents and how to access support

Be responsive to the changing structure of schooling including Yr. 7 move to secondary in 2015.

Actions for 2013
- Establish a plan for the 2015 move of Yr. 7 students to secondary e.g. Leadership program
- Consider options for retention of boys and girls beyond Yr.4
Develop whole school responses to student protection, personal and social development, and behaviour support requirements.

Actions for 2013
- Maintain Volunteer register
- Ensure all staff members complete Compulsory Student Protection workshop & new Mandatory reporting legislation
- Appoint 2 staff as Student protection contact

**Our Lady of Mt Carmel School - Coorparoo**
**Strategic Renewal Plan 2013-2016**

| Priority 3: Professional Practice and Collaborative Relationships |
|---|---|---|
| Achieved | A work in Progress | no longer applicable |

**Belief Statement:** Our Lady of Mt Carmel is committed to maintaining and further building on our respected and valued position within the community. In so doing we will strive acknowledge and meet the needs of those within the school, parish, local and wider BCE communities.

Build strong partnerships among staff, students, parents and parish that are underpinned by the religious and evangelising mission of the school.

Actions for 2013
- Include parents in collection of data to inform Internal review Process
- Provision for parent education (cyber safety) - e.g.

Further develop collaborative partnerships and links with Catholic schools that incorporate professional learning communities within the local area and across the wider BCE community.

Actions for 2013
- Explore possibilities to develop opportunities in relation to curriculum, sport and cultural

Continue to grow effective partnerships within the local and wider community.

Actions for 2013
- Explore opportunities for media exposure within local community
- Enhance involvement with local & wider community through Mission initiatives
Parent teacher nights, parent teacher interviews
- Maintain and enhance range of community building activities; e.g. Family Masses, Mt Carmel Fete, Mothers luncheon, Grandparents Day, Cultural Day, Working Bees, etc
- Continuation of class coordinators program to enhance sense of belonging and community at OLMC
- Principal to provide feedback to Parish Finance, P&F and School Board

- Examine establishment of relationships with local catholic schools
- Examine establishment of relationships with local catholic schools/colleges in regards to complementing and maintaining enrolments across all year levels and shared wisdom model in terms of curriculum
- Develop collaborative teacher networks with local schools (e.g. combined professional learning in regards to Australian Curriculum) incorporating CTJ

Provide for the well-being and development of all OLMC staff including professional learning, professional standards, performance management and pastoral care.

Actions for 2013
- Goal setting meetings with Principal to meet with all staff in Term 1
- Make provision for appropriate professional learning opportunities that complement direction and needs of staff
- Provide genuine support to all staff to aid their general well being by being aware and responsive to needs

Ensure that all members of the school community are well informed through a variety of effective communication channels.

Actions for 2013
- Maintain weekly emailed newsletters
- Maintain updates on staff portal
- Maintain and update website including compulsory reporting
- Introduction of Parental Portal
- Maintain weekly Assemblies including class presentations to pray & celebrate achievements and learning
- Update information provided for My School website
- Investigate the usefulness of LIFE and parental portal in expanding communication channels
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**Priority 4: Strategic Resourcing**

**Belief Statement:** Our Lady of Mt Carmel maintains integrity, respect, responsibility, accountability and excellence through sustainable school management policies and practices.

Ensure that renewal and quality assurance processes are informed by the principle of stewardship and have a clear focus on realising the vision and mission of the school.

**Actions for 2013**
- Work with school board, staff and community to implement a new strategic renewal plan 2013 – 16

Promote quality shared leadership and collaboration at all levels of the school community.

**Actions for 2013**
- Ensure the provision of leadership opportunities for students within the school
- Maintain a school board to support and advise the

Provide appropriate financial and resource management that is aligned to the needs of the school and is respectful of financial accessibility for all families.

**Actions for 2013**
- Prepare and monitor school budget that is respectful and inclusive of all families in OLMC
incorporating BCE Strategic Renewal Framework

- Prepare a School Action Plan drawn from Strategic Renewal plan that is available to all on school website
- Implement Annual goal setting and review procedures with staff
- School Board to review current policies and update to meet changing needs of school
- Complete Internal Review process 2013
- Complete 5 year External Review Process in 2013
- Implementation of parent surveys in relation to inform internal review process

Principal on the provision of high quality inclusive Catholic education at OLMC

- Maintain and enhance collaboration with parents in the life of the school
- Maintain an active Parents & Friends Association that supports the ongoing needs of the school community
- Facilitate range of staff committees (Mission and Religious Education, Learning and Teaching, ICLT and Strategic Resourcing) to bring about increase in collaboration, shared wisdom & leadership
- Promote collaboration between Parish Priest, Parish staff, and OLMC staff
- Provide leadership opportunities for staff

Community
- Prepare and monitor school staffing schedule to address needs of school, staff and students
- Ensure resource planning is aligned with the changing teaching and learning needs of the school
- Liaise with School Board and Parish Finance council to oversee implementation of school budget and staffing
- Strategic resourcing towards the formation and professional learning of staff in Religious Education is clearly evident in budget priorities

Provide and maintain a safe and stimulating school environment guided by a master plan for the future that provides for contemporary learning approaches and acknowledges sustainable environmental practices (see Appendix 7: Our Lady of Mt Carmel School Master Plan 2013-2017).

Actions for 2013
- Joint Board and P&F Master Planning process to be implemented in 2013
- Explore possibilities for Cooling classrooms in conjunction with School Board & P&F
- Further development of Outdoor Sacred Space
- Promote Yr. 7 leadership initiatives that address environmental practices in conjunction with the APRE and the Community and Environment Committee