

GIB GATE

Educational & Financial Report 2019

(1 September 2020)

This report is prepared
for the purpose of compliance.
(Education Act)

Theme 1: A Message from the Key School Bodies

Board of Governors of Winifred West Schools – Message from the Chair of Governors

This year was one of consolidation and planning for the Board of Governors of Frensham Schools. We supported the Executive in its preparation of Development Applications for several major projects, consistent with our 2035 Master Plan for all three schools – Frensham, Gib Gate and Sturt. Core to this preparation was the Board's commitment to preserve our magnificent campus sensitively, upholding the philosophy of Winifred West in believing that the beauty of our natural environment is fundamental to wellbeing. During this planning phase, we also completed important Capital Expenditure Projects: a totally refurbished Games Field and Assembly Hall upgrade for Gib Gate, the installation of solar panels on the roof of The Centenary Pool and major infrastructure installation for support of the next phase of upgrade of the IT system across all campuses.

For the purposes of this Report, the Board is pleased to note significant achievements at Gib Gate.

- i. The Board's Annual Strategic Review included Executive reporting on priorities in the areas of: Finance/Enrolment; Facilities (Master Plan and Long Term Facilities Plan); Staff Quality; Curriculum Quality; Academic Excellence; Brand and Positioning; Risk and Reputation.
- ii. Independent Qualitative Research was conducted to provide informed input for consideration of strategies to sustain Gib Gate's competitive positioning within the Southern Highlands community.
- iii. The new Gib Gate website was launched 15 March, 2019 and an Instagram page was established.
- iv. For Gib Gate Preschool Assessment and Ratings: all accreditation requirements were met, with two areas rated as 'Exceeding Expectations'.
- v. Recruitment of a new Visual Arts specialist teacher confirmed Gib Gate's longstanding commitment to and reputation for excellence in this area.
- vi. Gib Gate was accredited to become a Cambridge International Examinations School (under the Frensham Schools umbrella) and added Primary-level Global Perspectives (from Term 4, 2019).

Final Note: We know that a truly great school such as ours is only great because of the quality of our teachers. We are indeed fortunate that the professional quality of teachers and all staff working in the care of our students is extremely high and that our staff embody the School's core values: service, generosity, kindness and humility, tolerance and respect.

Winifred West Schools Foundation Ltd

Led by Chair, Mr Alan Watson, and supported by Ms Michele Scamps, Appeal Director, and Ms Barbara Shannon, Coordinator of Events, Foundation maintained keen focus on strategies to build the level of financial support required to meet the Schools' long-term goals.

With the appointment of Ms Jackie Dalton as Director of Philanthropy, first steps were taken to act on Foundation's comprehensive Review undertaken in 2017 to engage current and past students and parents through collaborative efforts of the Board and Foundation.

Foundation Staff Scholarship support (awarded 2018 for 2019) enabled Mrs Merrilee Harris, Head of Faculty (Jamieson Programme) to attend the Cambridge International Schools Conference, Creating the Conditions for Success, in Cape Town, South Africa (March 2019).

2019 Foundation Staff Scholarships were awarded to Mrs Alison Andrew, Head of Faculty (Science); Mrs Wendy Fawbert, Director of Character Education; Dr Ruth Phillips, Academic-in-Residence; and Ms Jenny O'Rourke, Gib Gate Teacher (Year 3) to attend the Harvard Graduate School of Education, Project Zero, Education that Matters Conference in Melbourne (May 2020). [Owing to COVID-19 restrictions, this conference was cancelled.]

The two major fundraising events for the year were highly successful: the Foundation Annual Dinner and the Bush Dance.

The Gib Gate (Parent) Advisory Committee, chaired in 2019 by Mr David Griffin met four times during the year and worked with the Head of Frensham Schools to discuss policies and procedures within the School. Major areas of focus included but were not limited to:

- Frensham Schools' Strategic Review consultation
- Review of Character Education (K-12)
- Review of Gib Gate Student Well-being Programme and Counselling services
- Review of Gib Gate Student Personalised Learning Programmes

The Head of Gib Gate attended all meetings at the invitation of the Head of Frensham Schools and Minutes of Advisory Committee Meetings were provided to the Board of Governors of the School.

Families of Gib Gate (FOGG) chaired in 2019 by Mrs Karen Shadbolt, comprises all parents of Gib Gate. FOGG plays a major role in support of School fundraising and in special School events such as the WWS Iris Country Fair, Grandparents' Days, Book Week Fair, Sports Carnivals and Special Event Days for students.

Year 6 Monitors

Year 6 students propose, apply for and are appointed to positions of leadership and service within the School, roles through which they can make a personal contribution to the School. In 2019, Monitor positions included responsibility for Charity support, Library, Younger Children, House Sport, Office Support, Music and K-5 Peer Support. In preparation and ongoing support for their leadership experience, all Year 6 students participated in a Young Leaders programme implemented by the Head of Gib Gate, Ms Sally Robson.

Theme 2: Contextual Information About the School

Gib Gate is the co-educational preschool and primary school of Frensham Schools: Gib Gate, Frensham and Sturt.

The School's values and educational ethos are founded on the philosophical position that our moral purpose in life is to develop our talents and use them for the common good - to make a contribution to the world. A non-denominational, independent school based on Christian principles, Gib Gate offers an education that emphasises the need to build the spirit as well as the intellect.

- Core to daily life is the encouragement of students to strive to achieve their potential, nurtured by staff working in accordance with best teaching practice.
- Gib Gate offers a strong academic focus on Literacy and Numeracy, with individualised programmes and a whole-school approach to Gifted and Talented Education. Teachers track individual student progress, supporting and extending students to achieve specific learning goals.
- Individualised learning programmes include differentiation of the core programme, individual learning support in Literacy and/or Numeracy, extension and partial acceleration or full-grade acceleration.
- Technology-rich classrooms and a full computer laboratory linked to the Library, facilitate the development of information and communication skills.
- For senior students, the Legacy of the Leaders Project and the Young Australia Scientist Awards are key aspects of the Human Society and Its Environment and Science curriculum involving all students in a long-term inquiry.

Gib Gate's state-of-the-art Preschool, based on the Reggio Emilia philosophy of Early Childhood Education enrolls children from 4 to 5 years of age, offering a programme that is directly linked to the primary school.

Building on a strong tradition in the Creative and Performing Arts, specialist staff teaching complements core studies:

- Purpose-built facilities for Visual Arts, Music, Drama and Dance include classrooms for Music and Visual Arts, a Ceramics Studio, a Woodwork Workshop and Music Tuition Studios, where students attend individual instrumental sessions taught by professional tutors.
- Performance skills are practised through the staging of annual Junior and Senior Musical Productions, weekly Assemblies, Choirs and Concerts.
- Richness of the curriculum is also highlighted in the Preschool to Year 6 Outdoor Education Programme where students develop skills in bush walking, orienteering, canoeing, abseiling and mountain biking and in the opportunities to participate in a wide variety of sports including Soccer, Hockey, Basketball, Netball, Cricket, Water Polo, Tennis, Gymnastics, Swimming, Athletics, Cross Country, Snowsports and Equestrian.
- Unique to Gib Gate is an international exchange linked to the teaching of Japanese.

For additional information please see: <https://www.gibgate.nsw.edu.au> and <https://www.myschool.edu.au>

Theme 3: Student Performance in National and State-wide Tests and Examinations

For NAPLAN information please see: <https://www.myschool.edu.au>

In 2019, programmes which added value to student performance were:

- Gib Gate Science Fair
- Young Scientist Awards (selected students Year 5)
- Swimming Development Programme K-6
- Class Excursions and Incursions to complement Class Curriculum programmes K-6
- Parent Information Evenings
- Parent Events: New Parent Dinner, Term Coffee Mornings
- Preschool Reading Programme for Parents
- Kindergarten Reading Workshop for Parents
- FOGG (Families of Gib Gate) Term Meetings
- Drama Programme K-6
- Student Organised Charity Events: School for Life, Katuuso School Uganda, Anglicare Christmas Appeal, South Coast Wildlife Rescue

- School participation in local community ANZAC Day Parade and Ceremony
- Sports Carnivals: K-2 Swimming, 3-6 Swimming, K-6 Cross Country, K-2 Athletics, 3-6 Athletics
- Hosting Local School Cross Country Carnival
- Hosting Southern Highlands Soccer Association Junior Division Matches
- Extra-Curricular Activities: Woodwork, Ceramics, Drama, Craft, Art, Writing, Robotics, Dance
- Extra-Curricular Sport: Hockey (including Minkey Hockey), Netball (including Fun-net and Netta), Basketball, Tennis, Gymnastics, Cricket (including In2Cricket), Soccer, Swimming (all year)
- RoboCup Team Competition
- Tournament of Minds Team Competition
- da Vinci Decathlon Team Competition
- K-6 Outdoor Education Programme and Stage 3 Camp
- Visiting: Indigenous Artist
- Junior and Senior Debating
- Public Speaking Interschool Competition
- IPSHA NSW Gala Debating Competition
- Australian Mathematical Olympiad
- Peripatetic Music Tuition: Piano, Cello, Violin, Guitar, Flute, Drums, Voice, Trumpet, Clarinet, Viola
- Visiting Author programme and writing workshops K-6
- Clean Up Australia Schools' Day
- Literacy Support K-2
- MULTILIT Reading Support Year 3-Year 6
- MINILIT Literacy Support Kindergarten – Year 1
- MacqLit Literacy Support – Years 2-4
- IntiaLit – F Reading Programme
- IntiaLit-1 Reading Programme
- Initialit-2 Reading Programme
- Mathematics Support K-6
- Dance Programme K-6
- Family School Events: Mother's Day, Father's Day, Grandparents' Day
- Choirs
- Sample High School Day for Year 5 Students
- Bike Education K-2
- Annual Junior and Senior Musicals
- Class Assembly Performances
- Community Music Performances
- Visiting Cultural Performers and Artists including Oz Opera and Musica Viva
- Musical Soirées
- Student participation in Writing Competitions
- Skill-development programme for Soccer, Cross Country, Athletics and Cricket
- Digital Technologies and Computational Thinking: Coding K-6
- Chromebook Laptop Programme Years 3-5
- Ipad Programme K-2
- Interrelate Years 3-6 Family Information evening
- Year 6 Monitors Roles and Leadership programme
- Year 5 and Year 6 Parent Camp briefing
- Year 6 BYOD Programme Parent Meeting
- Year 6 BYOD Programme
- Extension of the Year 6 Leadership Programme to include the coordination of Community Events such as the ANZAC Day Service, the support of charities and K-5 Peer Support
- Preschool Open Day
- NSW Interschools Snowsports Team
- NSW Interschools Equestrian team
- Year 6 Legacy of the Leaders Presentation
- Year 5 participation in Wingecarribee Shire Environmental Day
- Gib Gate School and Hokuriku Gakuin School, Kanazawa, Japan – Weekly Skype sessions

- Gib Gate and Hokuriku Gakuin School, Kanazawa, Japan – Cultural Exchange Programme
- K-6 Bounce Back Anti-Bullying Awareness Programme
- Years 1-6 URSTRONG Friendship Workshops
- Preschool to Kindergarten Orientation Programme
- K-2 participation in the Wingecarribee Shire Tulip Time festival
- Year 2 participation in the First Lego League Competition
- Year 5 Sydney Writer's Festival

Theme 4: Senior Secondary Outcomes

Not applicable to Primary Schools.

Theme 5: Teacher Professional Learning, Accreditation and Qualification

Professional Learning/Professional Development Activities

Professional development activities undertaken by Frensham Schools staff throughout 2019 are noted below:

No of Staff Involved	Course and Focus
80	AIS Child Protection annual training for all staff at Frensham Schools: Creating Safer Independent Schools
2	InitialLit2 two-day training programming for implementation in Year 2, MultiLit Research Centre Macquarie University
15	Cabling and Wireless Interactive Whiteboards Workshop, Gib Gate
45	Character Education Information and Planning for 2019-2020 Workshops
1	Heads of Science Meeting: 'What science teachers really need to know from the world of Educational Psychology'
15	Gib Gate TLC, 22 October
45	Frensham TLC, 21 October
15	PDHPE K-6 Syllabus Familiarisation Workshop: planning for the mandatory implementation of the K-6 Syllabus in 2020 K-6. AIS Consultant
1	ISTAA Higher Levels Assessment Panel for 2019 applicants of the accreditation level: Professional Excellence. Included specific training on the additional Standard 8 for accreditation at Highly Accomplished Teacher.
3	ISTAA Experienced Teacher Assessment Panel 2019
1	Educate Plus NSW Committee 2020 Planning Day. Jackie Dalton is a Fellow of Educate Plus and sits on the Executive for the NSW/ACT Committee (the NSW/ACT 'Chapter').
2	Exploring STEM Through Sensory Play with Tom Bedard. Creating a Dynamic Sensory Table to develop STEM thinking skills in Preschool children.
2	2019 School Nurses Conference. Speakers addressed medical aspects of school nursing both in the acute/emergency scenario and the broader scope of more effective management of chronic conditions.
80	Frensham Schools PL Day Term 3, Friday 27 September: Fostering Frensham Schools Culture of Thinking 2019. Led by Simon Brooks of the Project Zero at Harvard Graduate School of Education. Sessions included: Core Principles of a Culture of Thinking – further exploration for professionals at Frensham Schools; Characteristics of learning Opportunities; How 'language' can be deployed in our culture of thinking at Frensham Schools.
5	Health Centre staff participated in a workshop presented by Medtronic to instruct on use of insulin pumps. Staff also completed their annual CPR certification through Surf Lifesaving Australia.

No of Staff Involved	Course and Focus
2	The Landscape Painting of Brett Whitely. Two-day Painting and Drawing Masterclass at the National Art School
2	Mathematics: The Greatest Show: 2019 Mathematics NSW Association Conference.
2	AIS Enhancing your Child Protection Investigation Skills. Anne Graham and Geoff Marsh are classified as Accredited Investigators for the purpose of undertaking investigations as referred to in the Class or Kind Determinations under Section 25CA of the Ombudsman Act 1974.
1	Educate Plus Conference. Plenary sessions in Fundraising, Marketing, Alumni and Admissions.
1	Pompeii and Herculaneum HSC Study Day at USYD
1	Japanese Teachers Association of NSW. Primary Teach-Meet
1	Australian School of Gardening; Head Gardeners Group: Event on site 'Oldbury' Sutton Forest.
1	History Teachers' Association State Conference, USYD. Variety of Keynote speakers and workshop presenters including Dr Steve Clarke on 'A Reassessment of the Delian League'.
5	Frensham Executive worked with Richard Newton: Professional Expert, UACEL [Centre for Educational Leadership at the University of Auckland], discussing ways in which UACEL resources could enhance Frensham Schools outcomes and investigating Frensham School's vision, values, practices and processes as part of the initial scoping exercise.
60	Frensham Schools PL Day, Monday 22 July: Specialist Consultant, James Anderson, author of 'The Agile Learner: Where Growth Mindset, Habits of Mind and Practice Unite'.
1	REAIE 2019 Biennial Conference: Landscapes of Transformation: changing education for changing times
2	Drama Teacher Professional Development Tour 2019: London, Paris and Berlin. 13 day programme designed to enhance knowledge and classroom skills in the key areas related to the teaching of senior students of HSC Drama.
1	22nd AFMLTA International Languages Conference in Hobart. Languages – Breaking through Walls
1	Award Administration Training (Level 2) The Duke of Edinburgh's International Award - Australia (NSW Division) Prior to attending mandatory requirement to be completed: Level 1 - Online Award Leader Training Level 1 Online Award Leader Training.
1	Working party to develop policies, procedures and resources for Experienced Teacher Inquiry Method Accreditation proposed for 2020 implementation by ISTAA Council. AIS
1	Cambridge University Literature Summer School (2 weeks): King Lear, Keats and Poetry through the ages
1	Sturt Winter School course: Wood Carving: one small tree with Jeff Donne.
2	Inquiry Learning: The Whats, the Whys and the Hows. Kath Murdoch. Homebush
60	Frensham Schools PL Day Term 2, Friday 28 June: Meeting the Needs of Gifted Students: Dr Ruth Phillips and Ms Kate Chauncy
1	HSC 2019 Science Extension Exam Roadshow. Hurlstone Agricultural High School
1	Proficient Teacher Accreditation Induction, AIS Consultant: Hadley Johnston
1	2019 ASME (Australian Society for Music Education) NSW Composition Day
1	Learn how to build and use drawing machines to explore mark-making, composition, colour, geometry, abstraction and non-objective imagery. Presenter: Gary Warner. National Art School.
1	Science Extension workshop, Part 1, AIS.
60	Frensham PL Day, Friday 7 June. Meeting the Needs of Individual Students: Disability Provisions
60	Frensham Schools Mid Term TLC 4. Monday 3 - Tuesday 4 June: 2.5 hours school-based NESA accredited PL
2	The Leading Edge: Women in Education Conference

No of Staff Involved	Course and Focus
1	Strengthening Your School's Culture of Data Utilising MAP Growth - EDUBUILD: Professional Learning Opportunities - Australia
2	AIS NSW Annual Briefing
1	Learning and Teaching for Understanding 1-day conference. Aims: explore the nature of understanding and why it should be a central goal of contemporary education; consider what we should teach to foster understanding and how to prioritise the content that is most important for students to understand.
1	Australian Learning Tracks: Simple, meaningful documentation and programming. Presented by Niki Buchan at Gib Gate.
2	State Drama conference 2019: Creative Connections – the currency of the future
1	AIS Annual PDHPE Conference 2019: On Track with PDHPE K-10. Leading the implementation of the NSW Syllabus for the Australian curriculum PDHPE K-10.
1	ALIA (Australian Library and Information Association) Schools: What does the 21 st century school library collection look like?
4	Planning and Programming for Stage 6 English: Karen Stapleton, AIS NSW Consultant
1	Clarity What Matters MOST in Learning, Teaching, and Leading: Dr Lyn Sharratt
4	PDHPE 7-10 Syllabus Familiarisation and Programming Workshop. Implementing new units of work 7-10 for PDHPE teachers. Nicky Sloss, AIS Consultant
1	Sydney Suzuki Festival. Lectures attended include: Piano Technique for the advanced student; Chopin Tone and Technique; Creative Ability Development
80	Frensham Schools PL Day Friday 12 April: Individualised sessions for: Teaching staff - Writing Project sessions led by Dr Ruth Phillips for teachers K-12; Boarding and House staff - Developing a Growth Mindset; Health Centre staff – meeting the individual needs of teenage girls.
1	CASE Asia-Pacific Advancement Conference
1	Synergetic NSW Regional Summit
15	Learning Support Essentials course conducted by AIS NSW Senior Education Consultant: Student Services: Leanne Woodley.
1	Teacher Masterclass: Drawing the Dobell Prize. National Art School
1	Foundation Scholarship 2019: Cambridge Assessment International Education Conference. Somerset College, Capetown, South Africa. The Conference theme, Creating the conditions for success explored how school leaders and teachers can create the right conditions for success - starting in the classroom and achieving impact across the whole school.
2	Science Extension workshop, Part 2. AIS
20	Applying a Growth Mindset: AIS Consultant Jo McLean (Senior Assistant Division Head of Professional Learning AIS NSW). The session for senior staff looked more deeply at growth mindset and how this can be explicitly applied at Stage and Faculty levels, in planning and programming and within individual classrooms.
3	Educate Plus Workshop. Chevalier College
1	Introductory Robotics Workshop: Coding made Easy with LEGO Education EV3
60	Highly Accomplished Teacher (NESA)/Professional Excellence (ISTAA. Information Session: AIS NSW (as TAA for Frensham Schools). Session delivered by Hadley Johnston (AIS NSW consultant)
2	Workshop for teachers working towards Accreditation at Proficient Teacher level 2019-2020. Workshop conducted by AIS NSW specialist consultant Hadley Johnston.
1	Collaborative Professionalism - Evidence, Examples and Application. Presented by Andy Hargreaves. Strategies for effective collaboration with depth, focus, boldness and purpose.

No of Staff Involved	Course and Focus
60	Frensham Schools Teacher Learning Community. Frensham Monday 18 February, Gib Gate Tuesday 19 February. Designing and implementation of Frensham Schools Inquiry Acton Research Projects 2019.
1	AMEB Teacher Workshop: 2019 Piano Syllabus and Piano Series 18.
1	Student Voice - The Key to Unlocking Schools Potential. Presented by Dr Russell J Quaglia
80	Frensham Schools PL Day Tuesday 29 January: <i>Mindset as a basis for teaching and learning</i> . Presented by Jo McLean (Head of Professional Learning AIS NSW)
1	Choral Ideas Symposium 2019 [including Festival of Summer Voices evening concerts] Gondwana National Choral School, UNSW
1	Sturt Summer School: Angharad Rixon's lecture gave valuable insight into textiles as an important commodity; driver of migration and cultural exchange - not just 'women's work'.

In 2019, the average expenditure per teacher on professional learning, including mentoring (per *Full Time Equivalent) was \$2,679 (**2015** - \$2,331; **2016** - \$2,197; **2017** - \$2,506; **2018** - \$2,086; per *FTE teacher) reflecting differing approaches and needs, reviewed annually.

Teacher Standards

	Teaching standards category	Number of Teachers
(i)	Teachers who have teaching qualifications from a higher education institution within Australia or as recognised within the National office of Overseas Skills Recognition (AEI-NOOSR) guidelines.	16
(ii)	Teachers who have qualifications as a graduate from a higher education institution within Australia or one recognised within the AEI-NOOSR guidelines but lack formal teacher education qualifications.	0
(iii)	Teachers who do not have qualifications as described in (i) and (ii) but have relevant successful teaching experience or appropriate knowledge relevant to the teaching content.	0

Teacher Accreditation

Teaching Standards Category	Number of Teachers
Conditional	0
Provisional	0
Proficient Teacher	11
Highly Accomplished Teacher (voluntary accreditation)	5
Lead Teacher (voluntary accreditation)	0
Total number of teachers	16

Theme 6: Workforce Composition

School Staff 2019	Number of Staff
Teaching staff	16
Full-time equivalent teaching staff	12.4
Non-teaching staff	6
Full-time equivalent non-teaching staff	5.1

Aboriginal and Torres Strait Islanders on staff (NIL)

Details of workforce composition can be found on the MySchool website: <https://www.myschool.edu.au>

Theme 7: Student Attendance

For student attendance rates please refer to the school data on the MySchool website: <https://www.myschool.edu.au>

Policy and Procedure re Non-Attendance:

- Unexplained absences result in a phone call from the School on the first day of the absence.
- All absences require written documentation from parents or guardians.
- Follow-up continues until written justification for the absence(s) is received.
- All records of correspondence are kept on file.

Attendance Rates 2019

Year	Rate
1	90.91%
2	93.75%
3	92.36%
4	92.00%
5	94.91%
6	93.69%

Theme 8: Enrolment Policies

Gib Gate is a co-educational School for students from Pre-Primary to Year 6* providing an education based on the School's ethos and operating within the policies of the NSW Board of Studies, Teaching & Educational Standards (BOSTES) [NSW Education Standards Authority (NESA) from 2017]. The application process takes into account siblings already attending the School, former-student and family connections and date of registration with the School.

**Frensham accommodates girls in Year 4-6 who enrol as Weekly or Casual Boarders and travel to and from Gib Gate daily.*

Once enrolled, students are expected to adhere to the School's ethos and comply with the School Rules to maintain the enrolment.

Procedures

1. All applications are processed in accordance with the School's Enrolment Policy, with the student and family invited to interview, which also includes a tour of the campus.
2. Each applicant, with a parent or guardian, is interviewed by the Head of Gib Gate and the responses regarding the student's ability and willingness to support the School's ethos are considered.
3. Each applicant's educational needs are considered at the time of interview through discussion with the student and family and with the student's most recent School Report being made available at the time of interview, if applicable. Further information may need to be gathered from an appropriate source.
4. In some instances, prior to an offer of a place, any necessary strategies which may be required are discussed and considered.
5. A letter offering a place is sent to the parent/guardian with the Enrolment Form. The return of the form with the requisite Enrolment Fee [non-refundable] confirms the place.

Characteristics of the student body

A small number of students come from backgrounds with languages other than English and a small number of students have special needs. The majority of students come from the local area of the Southern Highlands.

For additional information please see <https://www.myschool.edu.au>

Theme 9: School Policies

Student Welfare

Gib Gate seeks to provide a safe and supportive environment which:

- minimises risk of harm and ensures students feel secure;
- supports the physical, social, academic, spiritual and emotional development of students;
- provides student welfare policies and programmes which develop a sense of self-worth and foster personal development.

To ensure that all aspects of Gib Gate's mission for providing for a student's welfare are implemented, the following policies and procedures were in place during 2019:

Policy	Changes 2019	Access to full text
Child Protection Policy encompassing <ul style="list-style-type: none"> • definitions and concepts • legislative requirements • preventative strategies • reporting and investigating 'reportable conduct' • investigation processes • documentation 	Policy takes into account current legislation Reviewed by all Staff Amended 2019	Available on request by contacting the School
Positive Peer Relations Policy encompassing <ul style="list-style-type: none"> • all members of the community • promotion of personal growth and self-esteem • building positive relations by managing and eliminating unacceptable behaviour 	Reviewed 2019 Reviewed by all Staff	Staff Handbook Parent Information Book available on School Portal (Schoolbox)
Behaviour Management Policy In accordance with the School motto 'Gib Gate Cares', Gib Gate aims to encourage students to take responsibility for their own behaviour and assist each other to do the same.	Reviewed 2019 Reviewed by all Staff	Staff Handbook Parent Information Book available on School Portal (Schoolbox)

Policy	Changes 2019	Access to full text
Studies Policy is prepared as a guide for Staff regarding policy and practice at Frensham. It encompasses <ul style="list-style-type: none"> • Values, Aims, Objectives • Models for teaching practice • Differentiated Learning • Faculty Programming • Standards Policy • Approach to Learning • Assessment Policy 	Policy amended in 2019	Studies Policy available to parents on request by contacting the School and available on School Portal (Schoolbox)
Stage Handbooks <ul style="list-style-type: none"> • Studies and Curriculum information for Stages 4 and 5 is published in the Information Book and Studies Policy and parents are informed of changes throughout the academic year. • The Stage 6 Handbook is a reference guide for students undertaking Preliminary and Higher School Certificate Courses. 	Stage 5 & 6 amended in 2019	Stages 4 and 5: Information Book plus year-specific correspondence. Stage 6: all students issued with a copy.
Sexual Discrimination Policy Gib Gate is committed to providing all staff and students with a working environment free of sexual harassment.	Reviewed 2019	Staff Handbook Summary and explanatory notes of the Act are available from the Head.
Policy on School Uniform School uniform is worn for all daily lessons/activities and at most school functions.	Reviewed and amended 2019	Parent Information Book available on School Portal (Schoolbox)
Dealing with critical incidents This policy outlines a procedure to list responses in order of priority and develop an effective management plan to address the immediate, short term and long term needs of those affected by a 'traumatic Incident' involving school staff and students.	Reviewed 2019	Parent Information Book available on School Portal (Schoolbox)
Accident Management Procedures This policy grades injuries into categories and outlines the steps to be taken at each level. It is based on the principle that the safety and welfare of students is paramount.	Reviewed 2019	Staff Handbook available on School Portal (Schoolbox)
Fire Regulations Policy Information and instruction sessions are held once per semester.	Reviewed 2019	Staff Handbook Fire Log available on School Portal (Schoolbox)
Lockdown Policy Information and instruction sessions are held once per year.	Reviewed 2019	Staff Handbook available on School Portal (Schoolbox)
Communications Policy Communication with parents is achieved through: <ul style="list-style-type: none"> • Yearly Calendar • Bulletins and Newsletters • Reports • Schoolbox • Letters, emails, phone calls • Parent/teacher meetings [formal and informal] • Formal written reports Protocol for communications is outlined in the Parent Information Book.	Reviewed and amended 2019	Parent Information Book and Staff Handbook available on School Portal (Schoolbox)

Policy	Changes 2019	Access to full text
Work Health and Safety Policy In order to implement the general provisions of the policy, a programme of activities and procedures is in place and is continually updated and acted upon.	Reviewed 2019	Staff Handbook
Security Policy Outlines the security arrangements for the campus.	Reviewed and amended 2019	Staff Handbook
Policy on the use of ICTs This document outlines the schools position regarding appropriate use of ICT technology by students K-6. Parents and students are required to sign an agreement to adhere to the School's guidelines.	Reviewed and amended 2019	Parent Information Book and Studies Policy available on School Portal (Schoolbox)
Daily Routines including <ul style="list-style-type: none"> • Student Attendance Procedures • General movement • Supervision between classes • Playground duties 	Reviewed and amended 2019	Parent Information Book and Staff Handbook available on School Portal (Schoolbox)

Student Discipline

Students are required to abide by the School's rules and to follow the directions of teachers and other people with authority delegated by the School. Where disciplinary action is required, penalties imposed vary according to the nature of the breach of discipline and a student's prior behaviour.

Corporal punishment is not permitted under any circumstances.

All disciplinary action which may result in any sanction against the student, including suspension, expulsion or exclusion, provides processes based on procedural fairness.

The full text of the School's discipline policy and associated procedures is provided to all members of the school community through the Staff Handbook and the Information Book.

Policy	Changes in 2019	Access to full text
Behaviour Management Policy encompassing <ul style="list-style-type: none"> • a process for managing unacceptable behaviour • a process that aims to develop self-discipline in students; discipline is therefore based on a trust system • a general expectation that students will be polite, punctual and tidy at all times • an understanding that all drugs, including alcohol and cigarettes are forbidden • an understanding that school property will be treated with care 	Reviewed 2019	Staff Handbook Parent Information Book (<i>Managing Unacceptable Behaviour flowchart</i>) available on School Portal (Schoolbox)
Positive Peer Relations Policy encompassing <ul style="list-style-type: none"> • all members of the community • promotion of personal growth and self-esteem • building positive relations by managing and eliminating unacceptable behaviour 	Reviewed 2019	Staff Handbook Parent Information Book available on School Portal (Schoolbox)

Complaints and Grievances Resolution

Gib Gate's policy for dealing with complaints and grievances includes processes for raising and responding to matters of concern identified by parents and/or students and staff. These processes incorporate, as appropriate, principles of procedural fairness.

The full text of Gib Gate's policy and processes for complaints and grievances resolution is provided in the Staff Handbook.

An appropriate outline of the policy and processes is also provided in the Parent Information booklet and the student diary and on the School Portal (Schoolbox).

Policy	Changes in 2019	Access to full text
Grievances and Disputes Policy This document sets out the procedures to be followed at Frensham Schools where a problem arises within a teacher's performance of duties.	Reviewed 2019	Staff Handbook available on School Portal (Schoolbox)
Grievance Handling – Best Practice Policy This policy sets out the procedure for handling discrimination/harassment grievances at Frensham Schools. In summary, grievances are handled <ul style="list-style-type: none"> • confidentially • impartially • fast • according to clear policy/procedure 	Reviewed 2019	Staff Handbook available on School Portal (Schoolbox)
Recruitment Policy Frensham Schools is an Equal Opportunities employer. All staff must consent to employment according to the conditions in the Child Protection legislation.	Reviewed 2019	Staff Handbook
Privacy Policy This policy outlines how Frensham Schools uses and manages personal information provided to or collected by it. Frensham Schools is bound by the National Privacy Principles contained in the Commonwealth Privacy Act.	Reviewed and amended in 2019	Staff Handbook available on School Portal (Schoolbox)

Theme 10: School Determined Areas for Improvement

Achievement of priorities for 2019

Area	Priorities	Achievements
Teaching and Learning	<ul style="list-style-type: none"> • Student Data collection and Analysis • Implementation of K-6 Science Syllabus Languages Syllabus – Japanese • Implementation of New PDHPE K-6 Syllabus • Review of Literacy Support K-6 • STEM • ICT • Continued implementation of Making Thinking Visible Routines • Teacher Learning Communities 	<ul style="list-style-type: none"> • Introduction of National Literacy and Numeracy Progressions • Ongoing collection of data to determine effectiveness of interventions. • Scope and Sequences revised K-6 • Scope and Sequences revised K-6 • Implementation of InitialLit -1, InitialLit -2 • Implementation of Digital Technologies and Computational Thinking K-6 – continued • Implementation of Chromebook Laptop programmes Years 3-5 and Ipads K-2 • Ongoing PD of P-12 staff with focus on Making Thinking Visible classroom practices • Peer observations and critique of teaching practices to improve classroom practice
Student Welfare	<ul style="list-style-type: none"> • Implementation of ICT Policy for Chromebooks and Google Classroom Year 5 • Implementation of Peer Support K-5 • Personal Development and Health 	<ul style="list-style-type: none"> • Student and Family information and co-signing of School Appropriate and Safe Use of ICT Agreement. • Year 6 Peer Support leaders conducted K-5 groups focussing on Friendship and Anti-bullying. • Bounce Back K-6
Staff Development <i>[See summary of professional learning programmes in Area 5 of this Report]</i>	<u>Highlights include:</u> <ul style="list-style-type: none"> • Continuation of Teaching Learning Communities (TLCs) across the School • Continued mapping of National Curriculum K-6 • Work with individual staff on the areas of Teaching Standards and Professional Accreditation 	<ul style="list-style-type: none"> • TLC Focus: Making Thinking Visible and Cultures of Thinking • Continuation of implementation. • Implementation of National Curriculum K-6 • Individual staff commitment made to attainment of professional accreditation goals.
Facilities and Resources	<ul style="list-style-type: none"> • ICT 	<ul style="list-style-type: none"> • Implementation of Years 3-5 Chromebook Laptop Programme

Theme 11: Initiatives Promoting Respect and Responsibility

At Gib Gate, the ethos and values underpinning the operation of the School are based on the belief that all have a right to work and live in a secure environment where they are treated with respect, through the development of positive relationships between students, teachers, parents and other members of the School community. Our practices reflect the School motto: *Gib Gate Cares*.

Undertaken annually:

- Staff review the Code of Conduct devised by the School (Staff Handbook), detailing the respect that must be observed by teachers in all aspects of their work with students and colleagues.
- Weekly Prayer Assemblies and formal Performance Assembly programmes, provide regular opportunity for promotion of the School's Christian values.
- Students share responsibility for many aspects of the School's operation: Year 6 students are Buddies for Kindergarten and all members of Year 6 share overall responsibility with teachers for special areas of the school and whole-school activities.

Theme 12: Parent, Student and Teacher Satisfaction

Teachers:

Informal feedback from teachers and discussions with Co-ordinators indicates that during 2018 staff were generally very satisfied in all areas of their work in the School, particularly in terms of relationships with parents and colleagues, support of the Head of Gib Gate, involvement in policy decisions, sharing of responsibilities and professional development opportunities.

Gib Gate staff speak positively to others about the high quality of the School.

Parents:

The **Gib Gate Advisory Committee** met four times during 2019 and discussed issues of policy and procedure with the Head of Frensham Schools. The Head of Gib Gate attended all meetings at the invitation of the Head of Frensham Schools. Practice within the School is that matters of parent concern are directed to the School immediately by the individual parent, for response by staff or by the Head of Gib Gate. Additionally, matters are raised at the Advisory Committee Meetings for discussion or action, including clarification of policies with individual parents, change of procedure and/or communication of outcomes to the School community. Minutes of Advisory Committee Meetings are provided to the Board of Governors of the School.

The umbrella group of all parents, **Families of Gib Gate** [FOGG] met each term to discuss ways in which parents could support the School. Within this group, Class Parent Representatives for all classes worked energetically with the School throughout the year, in support of special events.

Written Reports documenting student progress were provided at the end of each semester, with an invitation to parents to contact the School for further explanation or to raise a concern.

Parent/Teacher discussions were held for each year group, with full attendance by parents. Subsequent parent meetings were scheduled on request of parents or the School.

From formal and informal feedback, including comments to the Head and letters to the School, through very high retention rate and through informal feedback, parents appeared, in general, to be very satisfied with the School.

Students:

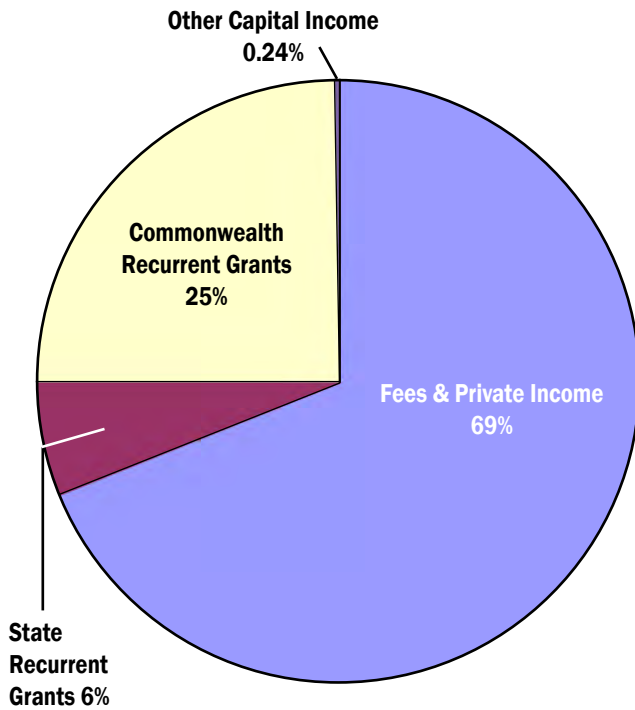
Student retention rates and overall involvement in School activities and events, in addition to formal and informal feedback from parents and teachers reflect general satisfaction with the School by students.

Student reported highlights and learning goals (included in semester reports) reflected strong engagement and a purposeful approach to learning by students at every level – Kindergarten to Year 6.

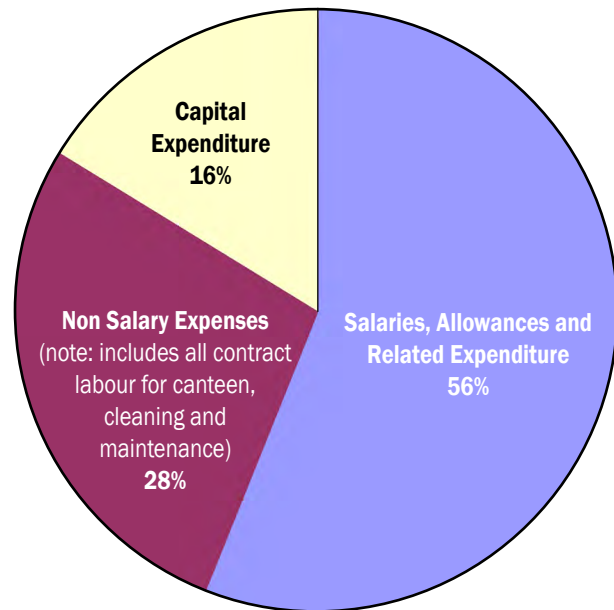
Student Focus Groups Year 1 – Year 6 provided positive feedback with regard to appropriate level of academic challenge, range of co-curricular offering and student welfare.

Theme 13: Summary Financial Information

Gib Gate – 2019 Summary Financial Information



(a) Recurrent/Capital Income



(b) Recurrent/Capital Expenditure



FRENSHAM SCHOOLS

GIB GATE · FRENSHAM · STURT

Winifred West Schools Limited

ABN 14 000 025 267

Gib Gate

PO Box 34 Mittagong NSW 2575

Phone: +61 2 4860 2000

Email: gibgate@gibgate.nsw.edu.au

www.gibgate.nsw.edu.au