

**St Benedict's College**  
**Annual Action Plan 2016**  
**Priority #3: Professional Practice and Collaborative Relationships**

<b>Board Strategic Goal #3: Professional Practice and Collaborative Relationships</b>					
<b>Strategic Intent</b>	<b>Strategies</b>	<b>Personnel</b>	<b>Timeline</b>	<b>Indicators</b>	<b>Achievements</b>
3.1 Structures, processes and collaboration with clergy and parish bodies to strengthen the shared mission of parish and school	Further enhance partnership with St Benedict's Primary School, the Holy Cross Parish and the St Benedict's community.	Principal, Deputy, APRE, APA (all staff involved)	Ongoing	Fr Bryan/John invited to visit the College regularly. Invited to speak at YL Assemblies and teach topic in Religion Program	Fr Bryan visited during PC on a Tuesday to prepare students for Mass on the Friday. He was invited to and attended the Yr.7 Welcome BBQ, several retreats and the College Awards evening.
	Investigate/establish a Youth Group within the college	APRE/PP	Terms 1/2	Students to attend parish Mass celebrations College involvement in the local parish celebrations and youth group activities.	Students attended the Friday morning Parish Mass at least once a term on a rostered rotational basis
	Participation in the process of establishing St Benedict's as a new Parish	APRE/Principal (interested staff)	Until parish established	SBC staff participation in parish establishment processes	Several staff were involved in the initial community meetings to discuss the establishment of a new parish.
	Sacramental Program – preparation of students for receiving the sacraments run by the school for the parish in consultation with the PP	APRE, Religion teachers	Ongoing	Staff/Student participation in RCI program	Chris Carlill became a Catholic through the RCIA program, was sponsored by a fellow staff member and celebrated by several of his colleagues
3.2 Partnerships that provide for consultation and engagement with parents as the primary educators of their children in the mission of the Catholic school.	Facilitate and enable parents to take an active role in their son / daughter's learning and faith development.	All staff	Ongoing	Communication through diary, Parent Portal, LMS and Parent/Student/Teacher interviews, Fortnightly newsletter.	The means of communicating with parents was improved dramatically by the commissioning of the Parent Portal. There was improved use of eDiary and more regular input by Pastoral Leaders to the College newsletter
	Central role of the PC teacher refined and promoted with students and parents.	All staff	Ongoing	Parents wanting to contact the college contact their child's PC teacher as the first point of contact. PC teacher establishes and maintains a positive, open relationship with students' parents/caregivers Students and Parents develop a meaningful relationship with the PC teacher	The role and importance of the PC teacher was further developed and strengthened throughout 2016. Increased responsibility for absenteeism, punctuality
	Parent Portal to be launched and maintained	Leadership, Lea, David Fenwick	Term 1/ongoing	Parent portal is the parents first port of call when they want information about or communication with the college	PP launched. Development and refinement to continue in 2017.
	Refinement of induction/exiting process for students and families	Leadership	Ongoing	Positive feedback from new students and families. They settle in to the new community quickly and easily. Exit interview.	Not successfully achieved. Some aspects may be unachievable and
	Establishment of a College Pastoral Board	Leadership	End of Sem. 1	College Board formed and functioning	Achieved in 2016

	P&F development  <b>Priority Three Component for review in 2016</b> <b>3.3 Professional Capacity</b>	Leadership	Ongoing	Greater participation in the P&F	Slight improvement in participation but not to the level we were hoping Continued development needed in 2017 and beyond.
3.3 A comprehensive approach to staff well-being and development including professional learning, professional standards, performance management and pastoral care.	Staff engage in professional learning that incorporates their own personal interests and College priorities. Line managers to encourage or recommend as appropriate.	All Staff	Ongoing	Staff attendance to PD sessions. (E.g. Visible Learning workshops, Behaviour Support - NVCI)	Achieved in 2016.
	Staff engage in social activities	All Staff	Ongoing	Some activities organised and conducted; staff birthdays recognised	Achieved in 2016
	College Identity enhancement by the introduction of a staff polo shirt for less formal college activities	All staff	Ongoing	Staff purchasing and wearing the polo shirt	Staff polo shirt designed and delivered this year.
	Staff Social Club developed	Interested individuals	By end Term 1	Staff Social Club membership increases Consultation about activities/catering	Increased consultation by social club committee about functions and food.
3.4 Leadership development and succession planning informed by the mission and purpose of Catholic Education.	Staff induction highlights the BCE Leadership Framework	Principal, Deputy, APRE, APA	Ongoing	Staff awareness of BCE leadership opportunities	Achieved.
	Student Representative Council	Leadership, PL, interested staff	Term 2	SRC formed and function	Continued growth and development of the SRC. Year 12 College Leaders process established and selected.
	Leadership Comities for S,B,C	Leadership, PL, interested staff	Term 1	Service, Balance, Community comities formed and function	Not achieved successfully.
3.5 Development of professional learning communities both within schools and across the wider BCEO community.	Staff maintain involvement with professional and community groups	Principal, Deputy, APRE, APA (all staff)	Ongoing	Staff maintain attendance and membership to professional bodies and committees	Achieved
	Staff attend faculty meetings	Deputy (all staff involved)	Ongoing	Regularly scheduled, productive faculty meetings are held.	Achieved. Planned and scheduled in the College Calendar
3.6 Productive links are forged with professional bodies and institutions, the broader community and government agencies.	Support services and external agencies are accessed as required	Principal, Deputy, APRE, APA, STIE, Guidance Councillor (all staff involved)	Ongoing	Staff link with external agencies such as Centacare; Moreton Bay Regional council; St Vincent de Paul etc. at various times throughout the year.	Achieved
	Reports and pictures in local media	All staff	Ongoing	Compilation of media reports involving SBC	Reports in media but record of instances not recorded
	Greater college participation in the local community	All staff	Ongoing	Increase in the number and variety of community events SBC are involved in	A similar number of events participated in by the college however there was an increase in the number of individuals representing the college in community events and competitions
	More involvement/links to local activities, events and clubs for individual SBC students to participate in	All staff	Ongoing	Promotion of activities, events and clubs on notice boards at the college and in college media	Achieved

3.7 A safe healthy and productive school environment for students, staff and community.	<p>Develop and maintain a safe, healthy and productive school environment for students, staff and the community.</p> <p><b>SWPBSP promoted with students and parents</b></p> <p><b>Behaviour Education Program implemented</b></p> <p><b>Positive transition to secondary strategy</b></p>	<p>WHSO, Principal, Deputy, APRE, APA</p> <p>(all staff involved)</p> <p>APA</p> <p>APA, PL, STIE</p> <p>All staff</p>	<p>On going</p> <p>On going</p> <p>On going</p> <p>Ongoing</p> <p>End Sem. 1</p> <p>End of Term 1</p>	<p>Shared understanding of safety practice and procedures.</p> <p>Minimal incidents of WPHS issues</p> <p>Safety posters and alerts are evident throughout the college</p> <p>Safety/maintenance issues are reported and logged on the portal</p> <p>Promotion of SWPBSP at assemblies, in the newsletter and on the PP</p> <p>Program planned and implemented</p> <p>Positive contact with home for all students in PC by the end of T1</p> <p>Parent welcome BBQ</p> <p>Ongoing contact with home as required for the student to develop</p> <p>Welcome letters for incoming Yr. 7s</p>	<p>Achieved</p> <p>Achieved. Emergency evacuation and lockdown procedures updated. Senior staff completed BCE WH&amp;S training</p> <p>Needs to be continued in 2017</p> <p>Not achieved</p> <p>Achieved</p>
3.8 Consultation and collaborative partnerships are evident among schools and between schools and BCEO.	Collaborative experiences are promoted to enhance the achievement of strategic goals.	Principal, Deputy, APRE, APA	On going	<p>Attendance at BCE Cluster / Network days and consultation forums.</p> <p>College representation at sporting meetings.</p> <p>Visits to other schools to share practice</p> <p>Inviting in BCEO staff to inform assist in evaluating and informing College practices.</p>	<p>Achieved</p> <p>Achieved</p> <p>Needs to be continued in 2017</p>
<b>Cyclical Review Priority</b>	<b>Priority Three Component for review in 2016</b> <b>3.3 Professional Capacity</b>				