

**St Benedict's College  
Annual Action Plan 2018**

**Theme #3: Building a Sustainable Future**

Objective: Build sustainability through people and capability. Ensure stewardship of resources with transparency, accountability and compliance					
Goal	Indicators (Targets)	Strategies	Personnel and Resources	Timeline	Achievements
<b>3.1 Develop a sustainable futures strategy through continuous improvement and growth processes.</b>	SBC School Renewal Plan 2013 – 2017 has been reviewed and all components have been completed and endorsed.	Staff members review 2013-2017 school renewal plan; Board meetings are held to review SRP; staff meetings are used to review SRP	College Community	Terms 1 and 2 for Review of Documents during staff meetings and Leadership Team Meetings.	
	College External Review is completed with recommendations for future development, improvement and direction.	Engage staff in discussions and understanding around NSIT and ongoing school improvement – Staff meeting ; group exercises deconstruction activity.	On Line NSIT Resources  Principal to attend NSIT Readiness Seminar	Staff Meeting Term 2  Term 2 BCEO iLearn	
		Engage in the External Review	Review Panel; Leadership Team and college community	External Review 28 – 30 August	
	The draft of SBC School Improvement Plan 2019 – 2021 is devised based on External Review Recommendations and previous review of School Renewal Plan	Plan and devise 2019-2021 school renewal plan through parent group discussions and staff meetings to discuss future directions of the college	External Review Report Senior Leader-LI LT	November 2018 through to Term 1 2019	

<p><b>3.2 Support continuous improvement of resources through growth and enhancement of facilities</b></p>	<p>Stage 3 BGA Building Program is completed and classrooms ready for use at commencement of 2019 school year.</p>	<p>Monitor and Manage the Stage 3 BGA building program; attend design and site meetings as required; report to college community on progress of the project.</p>	<p>Principal, Leadership Team, Business Manager; Architect; BCE Building consultant</p>	<p>Throughout 2018</p>	
	<p>Classrooms have updated technology and furniture for enhanced learning environment for students.</p>	<p>Access funds from Revitalisation program; purchase new furniture; replace existing outdated technology in B Block.</p>	<p>Principal and Business Manager</p>	<p>Term 1 2018</p>	
	<p>B Block has weather mitigation installed so that no water enters the building during inclement weather.</p>	<p>Put in place weather mitigation factors to B Block to ensure classroom and property protection</p>	<p>Business Manager Principal</p>	<p>January 2018</p>	
	<p>College Garden is integrated into learning and teaching programs: Food, Fibre &amp; Design Technologies; Business studies; Religion</p>	<p>Create a ‘calm space ‘ in the garden; engage staff and students in the layout and design of the garden; investigate water conservation options ; grow and harvest plants; market the sale of the produce; be cognisant of and employ WHS strategies.</p> <p>Options for college garden use are evident in the curriculum planning for science, Technology, Mathematics and Science</p>	<p>Deputy Principal; Curriculum Leaders; staff; students</p>	<p>Throughout 2018</p>	

<p><b>3.3 Implement a Professional Learning Strategy as an integrated approach to leadership development with a focus on Catholic community, coherence, collective responsibility and capacity building.</b></p>	<p>2018 Professional Development Schedule is disseminated to all staff and includes opportunities for professional development growth of all staff.</p> <p>The 2018 professional Development Plan is aligned to the College 2018 SRP.</p> <p>Teaching staff complete Personal Professional Learning Plans and Goals template.</p> <p>Staff review personal annual goals with a member of Leadership Team</p> <p>Middle Leaders set and review goals for curriculum and pastoral departments.</p> <p>Curriculum Departments prepare for the changes to the Senior Curriculum.</p> <p>Staff engage in relevant PD for implementation of new Senior Curriculum</p>	<p>2018 Professional Development Schedule is devised which outlines all of the PD days, twilights and PD opportunities for staff.</p> <p>Professional development opportunities are evident within each of the Priorities assigned to the Annual Action Plans</p> <p>PLP's are submitted by due date. Leadership Team complete individual discussion with members of staff.</p> <p>Middle Leaders have promoted and registered members of their departments in PL for individual, team and department growth. Teacher and CL's attend QCAA workshops and BCE Expert Teacher Groups</p>	<p>Deputy Principal</p> <p>Leadership Team All teachers</p> <p>Leadership Team and Teachers</p> <p>Deputy Principal Middle Leaders and teaching staff</p> <p>TRS costs covered by QCAA</p> <p>BCE ETG release costs covered by BCE</p>	<p>January</p> <p>End Term 1</p> <p>End of Term 1</p> <p>Term 3 or 4</p> <p>QCAA workshops as advertised throughout the year – Ongoing</p> <p>BCE Expert Teacher Groups as advertised throughout the year.</p>	
<p><b>3.4 Improve the health and safety environment, and promote a consistent approach to the continuous improvement</b></p>	<p>Maintain a safe, environment for students, staff and the community through regular term meetings of the WHS committee and monitoring of maintenance</p>	<p>Audits of the college environment are conducted every term for continued safety compliance.</p>	<p>Business Manager and selected Middle Leaders</p>	<p>Throughout 2018 – Monthly meetings</p>	

<p>of health and safety culture through the Safety and Wellbeing Strategic Action Plan 2017-20.</p>	<p>and safety issues on the Portal Log.</p> <p>Whole School Safe and Supportive Schools Policy is implemented in the college</p> <p>Critical Incident Management Plan has been developed and endorsed by the College Board</p>	<p>WHS meetings are held each term – a schedule of meeting exist. A maintenance log exists on the portal and is used by staff to report maintenance or safety issues.</p> <p>Restorative justice practices are evident; “The Big 5” posters are visible around the college;</p> <p>Leadership discuss and prepare Critical Incident Management Plan; the plan is endorsed by the college Board. Information about the Critical Incident plan is disseminated to staff.</p>	<p>BM and WHS Team</p> <p>Business Manager Leadership Team</p> <p>APA and Wellbeing Team Graphic Designer for the posters Budget \$500</p> <p>Leadership Team</p> <p>BCE Critical Incident information Pack</p>	<p>Meetings held each term</p> <p>Maintenance Portal accesses as needed throughOut the year</p> <p>By the end of Term 2</p> <p>By the end of Term 2</p>	
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<p><b>3.5 Optimise the use of technology to support teaching, learning, collaboration and decision making through the enactment of the Digital Strategy</b></p>	<p>IT and Digital Strategic Plan exists in the College.</p> <p>ICT committee exists and meets regularly.</p>	<p>Formation of an ICT Committee; monthly meetings held to discuss Digital Strategy.</p> <p>Regular meetings of Network Coordinator with Principal ( fortnightly) to discuss SBC Digital Strategy and infrastructure requirements.</p>	<p>Principal, DP, BM, Digital Technologies Learning Leader; Network Coordinator</p> <p>Principal, Network coordinator</p>	<p>Monthly meetings – Friday Morning before school throughout 2018</p> <p>Network Coordinator to meet with Principal fortnightly.</p>	
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