

E1397 MacKillop Education: Geelong – Maidstone – Caulfield



## **Our Vision**

MacKillop Education, informed by our Catholic ethos and values, is committed to equity and access to learning for all children and young people. We believe in the transformative and liberating power of education, supported by a safe community that strives for excellence, enabling every student to flourish and achieve their full potential.

### **Our Strategic Intent**

MacKillop Education aims to foster a deeper understanding of our Catholic identity and nurture the spirituality of each person in our community. Student learning outcomes will be enhanced by: a focus on instructional leadership; the implementation of targeted, informed interventions; increased student voice; and the strengthening of learning partnerships through enhanced collaboration with the wider community.



#### Melbourne Archdiocese Catholic Schools

# **Annual Action Plan 2024**

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#### **Excellence in Learning and Teaching**

Developing lifelong learners for a global and dynamic world through evidence-based practice, embracing diversity and connecting learning to students' lives and the ways they learn best.

Focus	Targets	Key Improvement Strategies	1	2	Responsibility	Actions	Evidence
Increase staff knowledge, understanding and whole-school implementation of evidence-based literacy instruction.	vledge,inform instructional decisionerstanding andmaking and targeted literacyle-schoolinterventions.ementation ofence-based	To implement a range of evidence-based screeners to inform individualised intervention. Implementation of targeted			MELT LLT Teachers & ES	<ul> <li>Train staff in how to use the instructional decision-making flowchart to inform universal and diagnostic assessments and interventions in Term 3</li> <li>Revisit the flowchart once per term, following student testing days</li> </ul>	Instructional decision- making flowchart (VIC-EDU- F-024 Assessment Guide) Assessment data Intervention tracking Meeting schedule
compone		literacy interventions aligned with the 'Response to Intervention' (RTI): • Tier 1: Structured Synthetic Phonics (SSP) for whole class • Tier 2: SSP in small groups • Tier 3: SSP through individual intervention			LLT Teachers & ES	<ul> <li>All staff are trained in Sounds Write within their first year of employment</li> <li>Model explicit Sounds Write instruction in Learning and Teaching Meetings, once per term</li> <li>Train and model the implementation of literacy screeners by end of Term 3</li> <li>Staff to give and receive feedback on the delivery of Sounds Write, once per term</li> </ul>	Staff certificates Data analysis in MELT & LLT minutes
	Ensure staff understand the components of a Structured Literacy block.	Whole school implementation of three components of the Structured Literacy block			MELT LLT	<ul> <li>Train staff on the different components of a structured literacy block (oral language, phonics, comprehension,</li> </ul>	Staff meeting minutes. PL feedback



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	vocabulary, phonemic awareness, fluency) by end of Term 3
Teachers & ES	<ul> <li>Staff implementation of phonics, phonemic observations</li> <li>awareness and fluency in daily literacy block by end of Term 4</li> <li>Instructional walks &amp; observations</li> <li>Curriculum planning documents</li> </ul>

Embedded Spheres:

Learning and Teaching



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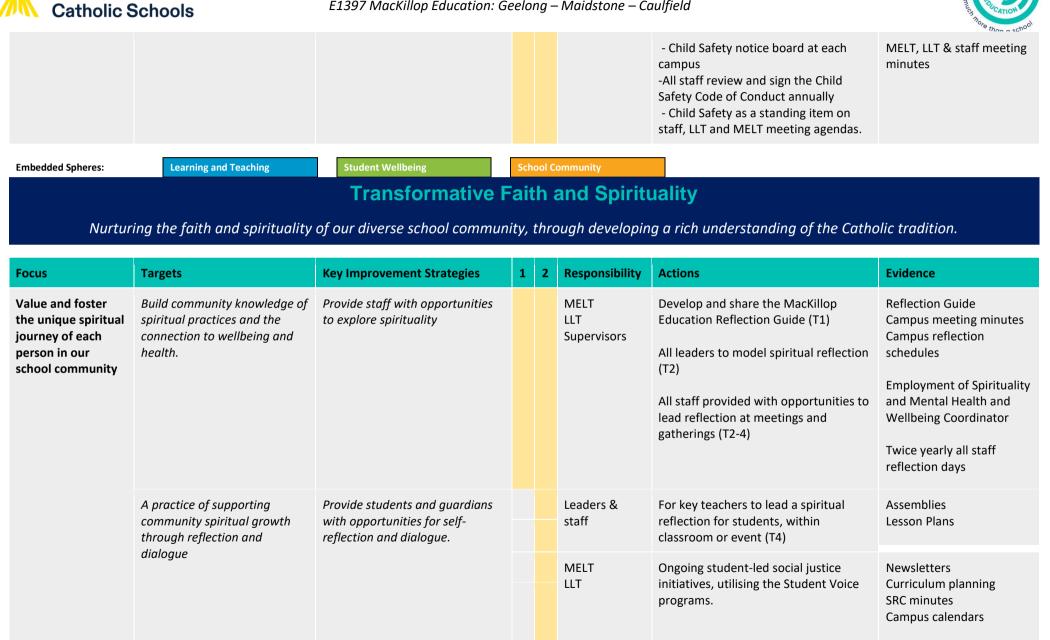
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#### **Authentic Voice and Agency**

Creating a safe and secure environment that nurtures confident and empowered students through active participation in their learning and by providing opportunities for authentic voice.

Focus	Targets	Key Improvement Strategies	1	2	Responsibility	Actions	Evidence
Develop student voice, agency and learning confidence.	Explicitly embed the Resilience, Rights and Respectful Relationships (RRRR) framework into the curriculum.	Develop staff confidence and capacity in delivering all areas of the RRRR			MELT LLT Teachers	Each campus to deliver daily RRRR curriculum, totalling no less than an hour across the week. Include two reflective sessions each term, embedded in weekly curriculum meetings, that provide time for staff to discuss progress of the RRRR implementation and to problem solve challenges.	Curriculum documentation Timetable Meeting schedule
	Enhance student wellbeing through psychoeducation and Sanctuary	Provide opportunities for parents and carers to engage in psycho- education sessions			MELT LLT Teachers	Implement psycho-education sessions at least once a term that all parents and carers are invited to attend.	Meeting schedule
	Increase opportunities for student voice and student feedback.	Improve student understanding of how, when, and where, they can voice concerns formally.			MELT LLT Teachers & ES	Explicit teaching of complaints procedure in all classrooms twice per year Implement student leadership	Classroom posters Lesson resources Student leaders elected.
						meetings twice per term.	Student leader forums
Develop a whole staff understanding of Child Safe Standards	Embed Child Safe Standards (CSS) into every-day practice.	Enhance staff knowledge and understanding of the CSS and embed them in practice.			MELT LLT	- All staff complete MacKillop Education Child Safe Standards e- learning module at the beginning of each year	Learning & Development records. Notice boards visible Signed Child safety Code of Conduct



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Provide opportunities to share campus MELT minutes practice within MELT.



Religious Dimension

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Student Wellbeing



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#### **Collaborative Partnerships for Learning**

Enhancing community engagement through effective communication that centres around student learning and achievement and inspires hope.

Focus	Targets	Key Improvement Strategies	1	2	Responsibility	Actions	Evidence
	e wider	Develop whole-staff confidence and practice in using the Learning Management System			MELT SIMON Team MFS IT	Train staff in use of SIMON for curriculum planning, attendance, and daily organisation by end of Term 2 Create SIMON user protocols, guides, and resources by end of Term 2	Training schedule, presentations & feedback Creation of Lesson plan library. SIMON manuals
		Create and implement the student academic report in the Student Management System			MELT SIMON Team MFS IT	IT to create template for student reports on SIMON By end of Term 2 Support staff to generate student reports in SIMON for Semester 1.	Student reports Training presentations & feedback
		Introducing students and guardians to SIMON			MELT SIMON Team MFS IT LLT	Setup guardian access to SIMON and deliver guardian information sessions by end of Term 3. Creation and sharing of SIMON resources for guardians by end of Term 3	Guardian portal Training presentations & feedback Guardians using SIMON app. Student/guardian SIMON resource pack



#### **Effective Instructional Leadership**

Fostering leadership for learning, with a clear instructional focus and shared responsibility for the improvement of student academic outcomes.

Focus	Targets	Key Improvement Strategies	1	2	Responsibility	Actions	Evidence
Develop a whole school instructional model	A whole staff understanding of an instructional model	Research, design and develop an instructional model that aligns with ReLATE principles and informed by science of learning and other documentation			MELT Curriculum Leaders	<ul> <li>Collate all Mackillop Ed documentation that currently exists that will inform our Instructional Model</li> <li>Research current instructional models implemented in similar school contexts to discuss at MELT by end of Term 2.</li> <li>Draft an instructional model by the end of Term 3</li> <li>Review the model with staff at each campus to receive feedback before finalising the model at the end of Term 3</li> <li>Include a PD session for all staff on instructional model by the end of Term 4, with a</li> </ul>	MELT minutes Next Strategic Plan Instructional Model



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focus on the ME Instructional Model

Embedded Spheres:

Leadership & Management