



BUSINESS PLAN

2014 - 2017



From the Principal and Chair of the Board

Our 2014 -17 Business Plan sets out the priorities for this period, our targets, our programs, our support processes, resources allocated and the review process.

Focus 2014-15 Directions for Schools, Department of Education, WA is a linked plan. Continued Implementation of the Classrooms First Program is the basis of our Business Plan. Maintaining our high standards in Literacy and Numeracy, maintain standards in student attendance, engagement and behaviour, monitoring high quality teaching and leadership, and being a capable and responsive organisation are our key actions and priorities. Supporting our teachers, support staff and school leaders in professional growth is most important.

As our school has been an Independent Public School since the end of 2010, we will continue to work together to enable greater autonomy, flexibility and reflect the needs of our local community.

Our Business Plan details each priority our school is working on, together with the main objectives, actions, supporting documentation, Operational Plans and Improvement Targets. Operational Plans for each objective will supply the detailed working documents.

Please note our Standards Review Report 2011-13 which lists 11 commendations, 3 affirmations and one recommendation This is an excellent Independent Standard Report. Our school will maintain all areas covered in commendations and adopt the one recommendation regarding the Board holding one meeting per year.

Our school is looking forward to the next three years, continuing to build upon the high standards achieved.

Ms Christine Rowe
Principal

Mr Ashley De Prazer
Chair of the Board



High Quality Teaching and Leadership

School Action:

- Use National Principal and Teaching Standards as a basis for Performance Management.
- Principal involved in mentoring aspirant IPS Schools 2014 -15.
- Develop Workforce Plan 2014-15.
- Participate in implementing new Student Centred Funding Model 2015.
- Collegiate mentoring continues in Performance Management.
- Reflect on IPS School Standards Review Report 2014.
- Plan with individual staff to manage reduction of leave liability.
- Maintain distributed leadership model at LMPS

Supporting Documentation:

- Merit Selection documentation.
- Performance Management documentation

Targets:

- Teachers – Personal performance management process showing professional growth of individual staff.
- Administration – Principal: 360° Survey– IPS Standards Review Report – high level.
- National School Opinion Survey Community Survey results.

High Standards and Responsive Organisation

School Action:

- Manage as an IPS the newly set budget and staffing levels as from 2015.
- Implement transition of our Year 6 to 7 in Senior High Schools in 2014 to commence 2015.
- Principal participates as an Advisor Principal in new Education Department IPS Development Program for new IPS School Selection 2014.
- Continue to develop and set conditions to improve teacher quality and student learning at LMPS.

- Start Implementing National School Opinion Surveys for School Community.

Supporting Documentation:

- Finance Audit 2013-14.
- Census/Attendance Audit 2014.
- Independent Public School Standards Review Report 2014.

Targets:

- 2014 Finance Audit – good.
- Census/Attendance Audit 2014 – No discrepancies.
- Excellent Standards Review Report.

Attendance and Code of Behaviour

School Action:

- Maintain LMPS Behaviour Management Plan.
- School Psychologist time .1 FTE continued.
- Positive rewards program – Student of the Week.
- Develop Individual Behaviour Plans as needed.
- Monitor attendance via 'Intergris'.
- Provide professional development and support for teachers in CMS and management of students with disruptive behaviours.

Supporting Documentation:

- LMPS Behaviour Management Plan.
- Monitor attendance data regularly.
- Maintain School Context Matrix data collection.
- Attendance Monitoring and Action Plan 2014-2015 (LMPS)

Targets:

- Monitor and implement strategies to maintain and/or improve average Aboriginal Student attendance above 85%.
- Reduce the percentage of Lake Monger Primary School Students falling in the At-Risk category to be equal or less than that of WA Public Schools.



Buildings and Grounds

School Objectives:

- Supervise construction of new classrooms Year 1 and Pre-Primary – 2014.
- Establish new Pre-Primary/Year 1 Playground - Early 2014.
- Develop combined Community Agreement for West Leederville Primary School temporary use of 2 transportable classrooms.
- Resurface/replace Tennis/Basketball courts – Seek Department of Education funding.
- Refurbish 'Old' Kindergarten building – new floor coverings, paint interior, exterior, new furniture, exterior mural – Artist in Residence Program - 2014
- Maintain/refurbish classrooms as needed.
- IPS – Management of Faults – flexibilities.
- Maintain links with Town of Cambridge re: new parking, footpath, speed humps along DODD Street.
- 2014 Final Certification May 2014 for new Building Program – Staff complex and new administration building.
- Covered walkways project complete – 2014 – 2015
- Maintain sustainable garden. (Children's garden)



Maintaining Standards in Literacy

School Actions:

- Maintain Lake Monger Primary School Whole School Literacy Plan. K-6 Collaboratively designed.
- Maintain a focus on essential literacy skills.
- Teachers to revise and purchase literacy resources-update.
- Continue to use system level achievement targets.
- Develop EALD P.D. Program with Highgate I.E.C.
- Monitor and adjust time for EALD Specialist teacher – 2014 – 2015.
- Continue high standard of teachers at LMPS.
- Professionally develop staff on EALD strategies. EALD start. Joint program H.IEC. 'Literacy Links'.
- Teachers to develop responsibility in data literacy by managing own data in MIS context Matrix.
- Continue to focus on Academic Extension Program for students in literacy.
- Continue a Gifted and Talented program Years 5-6 to include Public Speaking, Literature, Leadership, Cross learning area units of work.
- Extension Program – Reading Comprehension Upper Primary (Poetry).
- Maintain EALD Specialist teacher time and Pre-Primary to Year 6 in class support program.
- Continued focus on implementation of IEP's for early intervention and support for students at risk in literacy.

Supporting Programs:

- Guided Reading.
- Lexile Reading.
- EALD take home packs.
- Instructional Strategies.
- CMS – Classroom Management Strategies.
- Oxford (Whole School Reading).
- Jolly Phonics/Jolly Grammar.

Documentation:

- Operational Plans 2013-15.
- EALD Strategic Plan 2014–16.
- Whole School Literacy Plan Reading 2014-16.
- Whole School Data Collection Cycle Plan 2014-16.

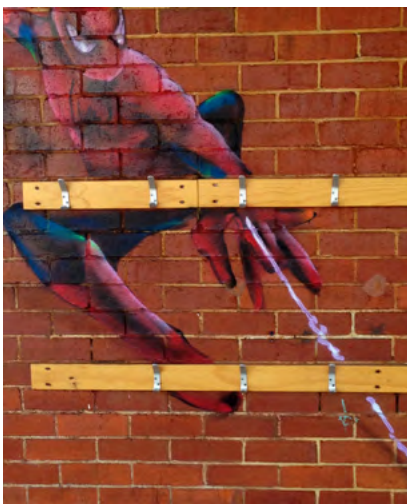
Targets:

Reading

- Increase by 1 the number of students achieving proficiency Band 8 as measured in the 2015 NAPLAN.
- For Year 3 to 5 progress in NAPLAN reading assessment from 2013 to 2015 to be equal to or greater than like schools
- Increase the percentage of Year 5 students achieving in the top 20% of all Australian Schools in 2015 to match like schools.
- 90% of Pre Primary students will demonstrate satisfactory reading readiness for year 1 as measured using the WAPPA 40 core words for Early Childhood, and mastery of all 42 single sounds/digraphs in the Jolly Phonics programme.

Writing

- Increase by 2 the number of Year 5 students achieving proficiency Band 7 in the 2015 NAPLAN testing.
- The writing achievement of the Year 3 students tested in 2013 will be equivalent to or better than the same students writing achievement when they are tested as Year 5 students in 2015.



Maintaining Standards in Mathematics

Action:

- Maintaining 'Whole School Numeracy Plan'.
- Mathematics coordinator manages Cost Centre, updating Purchases/Resources/Resource Room. Distributed leadership program.
- National Curriculum implementation.
- Teachers entering data onto LMPS MIS Context Matrix regularly.
- Continue to refresh I.T. based Mathematic Programs – including iPad Apps.
- IEPs to reflect mathematics development of SAER student.
- Maintain moderation skills in teachers for accurate grade allocation.
- Whole School Data Collection – MIS Context.
- Whole School Mathematics Operational Plan 2014 – 16.
- Trial Targeting Mathematics program 2014.
- Maintain Envision Whole School Mathematics Program 2014 – 16.

Documentation

- Operational Plans 2014-16.
- Whole school Mathematics Plans 11-13, 14-16.

Targets 2014 - 2016:

- Increase by 1 or more the number of Year 5 students achieving proficiency Band 8 as measured in 2015 NAPLAN testing.
- Increase by 2 the number of Year 5 students achieving proficiency band 6 as measured in 2015 NAPLAN testing.
- The numeracy achievement of the Year 3 students tested in 2013 be equivalent to or better than the same students' numeracy achievement when they are tested as Year 5 students in 2015.
- Maintain or increase the number of Year 3 students achieving proficiency Band 4 in 2015 NAPLAN compared to 2013, year 3 NAPLAN results.
- For the percentage of Year 3 students achieving in the bottom 20% of all Australian schools, be equal to or less than like schools data in 2015.

Quality Relationship with Our Community

School Action:

- School Board Membership reflecting business, academic standards, school personnel.
- Develop our “Mulberry Tree Before and After School/Holiday” program and onsite care program with Mulberry Tree Childcare.
- Lease part of Lake Monger Primary School ground to Bold Park Community School – (school revenue).
- Lease large shed to WA Orienteering Association (School Revenue).
- Lease school canteen kitchen ‘Mr Crumpet’ (Fridays) School Revenue.
- Maintain and develop School Canteen program to provide a) Breakfast Club, b) Morning Snacks and c) Lunch. Qualified Chef coordinating.
- Provide a venue for Bhutanese Language Classes (Dzonkha) for students. Used by Bhutanese Society.
- Link with Shire of Cambridge, Infrastructure improved parking, improved footpaths and traffic calming devices along Dodd Street.
- 2014 – 2 transportables (older) leased to West Leederville Primary School (Kindergarten) until end of 2014 while WLPS undertake a building program. Memo of understanding re: management and costs incurred.
- Sporting groups lease our oval for e.g. Soccer after school, fitness groups.
- Inter School Sports events e.g. debating; tennis; soccer; football.
- SPARKS and ABCD – Volunteer program with KPMG, Commonwealth Bank and OPTUS.
- Practising Teacher Program – final year students from Notre Dame, UWA, ECU.
- Form Three Schools Group - LMPS, Bold Park, Telethon. Principals meet regularly.

Supporting Documentation:

- Memo of Understanding WLPS and LMPS 2014.
- Community Use Agreement.
- Covered Liability Insurance.
- Licence for Use of Property.

- ABCD Booklets and program guide.
- School Board Minutes/website information.
- Assessment documents for Practising Teachers.

Targets:

- Maintain our Leases to Community Groups as part of revenue for LMPS.
- Maintain/develop our link with Mulberry Tree Child Care.
- Maintain links with neighbouring schools e.g. West Leederville Primary School, Bold Park Community School, Telethon Speech and Hearing Centre.
- Develop links with City of Cambridge, and support majority of their School Programmes.
- Maintain strong link with Universities of UWA, Notre Dame, ECU re: Practising Teachers Program. Coordinated by Mr Yorke.

Strengthening Early Childhood Education

- Administer on entry assessment and use results to inform learning programs.
- Amalgamate Kindergarten, Pre Primary and Year One into Lake Monger Primary School whole school literacy and numeracy plans.
- Increase student enrolments in Kindergarten and Pre Primary.
- Market our academic program in Kindergarten, Pre Primary and Year One.
- Support families, entering school to increase attendance and participation.
- Develop whole school specialist ICT program to include Pre Primary and ICT support for Kindergarten.
- Position new Early Childhood buildings to create an early childhood hub at LMPS.
- Liaise and develop a Before and After School Care facility.
- Improve facilities of Kindergarten eg: external painting, new glass doors, refurbishment including upgraded climate control. Extend Kindergarten play ground facilities.
- To develop greater flexibility, diversity and innovation in our Early Childhood Programs.

Targets:**Academic:**

- 90% of students with satisfactory readiness for formal work at the end of Pre Primary year.
- Increase enrolments of Kindergarten 2014-15.
- Increase enrolments of Pre Primary 2014-15.
- Develop the Specialist Physical Education Program to include Pre-Primary classes.
- Develop the ICT skills of Pre Primary students.
- To provide EALD support to our students from Non English Speaking Backgrounds in Pre-Primary.

Operational Plans:

- Early phase of learning 2014-2016 Plan (LMPS) Whole School K-7 Literacy Plan.
- Whole School K7 Numeracy Plan 2014-2016.
- ICT data – Pre Primary Program development 2014-2016.
- Baseline data – pre – post testing on-entry assessment to measure growth and readiness for Year One, literacy and numeracy.

Working with Information and Communication Technology School Focus 2014-2017

- Full iPad implementation in classes.
- 0.1 FTE Technical Support Co-ordinator role.
- Establish Apple id, Apple Agent and Administrator roles. Senior teacher responsibility: (APPs)
- Set up Volume Purchasing of APPs.
- Full Class Set of iPads (40) available.
- Extend Wireless connectivity to new Pre-Primary/Year 1 Classrooms.
- Maintain ICT Specialist PP-6. (Mr. Douglass)
- MATHLETICS Program maintained.
- LEXILE program maintained.
- Maintain and regularly update school website.
- Raz Kids implemented Years 1 – 6.
- ACER online assessments maintained and extended to include Grammar and Punctuation.
- Documented plans using Best Performance Software/NAPLAN analysis.

- Staff access Online Professional Learning (OPL).
- Professional development of staff re National Curriculum.
- Integris use for data (behaviour management data recording) reporting attendance.
- Use of online exemplars in grade allocation/moderation in reporting to parents.

School Level:

- Professional Development.
- Use of the SEN for writing SAER IEPs and for EAL/D IEPs.
- Online Professional Learning (OPL)
- Maintain .1 FTE technical support/ ICT Co-ordinator role. (Mr. Taylor)

Supporting Documentation:

- Program Budget – ICT Operational Plan.
- Documented plans using Best Performance Software/NAPLAN Analysis.
- Performance Management - Self Reflection ICT Skills checklist

Targets:

- All teaching staff are familiar with and utilise the SEN for writing of/reporting IEPs.
- All teaching staff maintain and keep up to date with the necessary skills in I.C.T.
 - Maximise use of electronic white boards in classroom instruction.
 - Implement and maximise use of iPads for individual, small group and whole class lessons.
- 'Reporting to Parents' continue to improve IT – Technology Systems grade distribution Years PP to 6.
- Significantly increase the use of iPad technology/educational Apps by students and teachers.
- Continue to develop and monitor skills using updated IT self-monitoring survey as part of Performance Management.
- 90% of Pre-Primary students achieve basic ICT pre-primary competency readiness.
- Establish LMPS Facebook/Manager.



The purpose of Lake Monger Primary School is to provide a safe and supportive environment in which our students can develop the knowledge, skills and confidence to achieve their individual potential and be able to contribute positively to society. We aim to develop tolerant, resilient, self-disciplined students who are considerate of others.

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