

# Distribution of Annual Report Policy



## RATIONALE

Building pride and confidence in government schools is a key focus of the Education State agenda. The Annual Report to the School Community is an opportunity for the school council to share the year's achievements, milestones, and improvements. It is also an opportunity to reflect on the school's performance and understand where and how the improvement agenda has impacted student outcomes. The preparation and publication of an Annual Report to the School Community is a legislative and regulatory requirement for all Government schools under the Education and Training Reform Act 2006 and the National Education Agreement 2008.

## AIM

To provide open communication to our parent body and wider community in relation to our school performance.

## IMPLEMENTATION

1. Data presented in the Annual Report will outline our school's accomplishments in the key areas of:
  - Achievement
  - Engagement
  - Wellbeing

The Parent and staff survey results will reflect our community's satisfaction with the quality of schooling and acceptance of our school's vision and values.

The Student Attitudes to School survey results reflect our Grade 4 – 6 students' connectedness to their education and our school's commitment to providing a safe and challenging learning environment.

Teacher judgments of expected student achievement against the Victorian Curriculum F-10 in English and Mathematics and NAPLAN data demonstrate our school's academic achievements compared to other schools' performance.

Student attendance data is reported to demonstrate the level of student engagement.

2. Kananook Primary School will provide commentary on the following items:
  - succinct contextual information about our school and a brief outline of our school's performance and future direction
  - our school workforce composition
  - our progress against the DET Framework for Improving Student Outcomes (FISO) initiatives in our Annual Implementation Plan

- our operating surplus or deficit
- extraordinary revenue or expenditure items
- sources of funding our school received during the year, including Equity funding expenditure
- additional State/Commonwealth funding the school received beyond the Student Resource Package (SRP)

### **3. Through the Annual Report process:**

Principals are required to attest that:

- All teachers at the school meet the registration requirements of the Victorian Institute of Teaching
- The school meets prescribed minimum standards for registration as regulated by the Victorian Regulation and Qualifications Authority (VRQA) in accordance with the Education and Training Reform (ETR) Act 2006. This includes schools granted an exemption by the VRQA until 31 December 2017 from the minimum standards for student enrolment numbers and/or curriculum framework for school language program
- The school is compliant with the Child Safe Standards prescribed in Ministerial Order No. 870 – Child Safe Standards, Managing Risk of Child Abuse in School.

School council presidents are required to attest that:

- All teachers employed or engaged by the school council meet the registration requirements of the Victorian Institute of Teaching
- To the extent that the school council is responsible, the school meets prescribed minimum standards for registration as regulated by the Victorian Regulation and Qualifications Authority (VRQA) in accordance with the Education and Training Reform (ETR) Act 2006. This includes schools granted an exemption by the VRQA until 31 December 2017 from the minimum standards for student enrolment numbers and/or curriculum framework for school language program
- To the extent that the school council is responsible, the school is compliant with the Child Safe Standards prescribed in Ministerial Order No. 870 – Child Safe Standards, Managing Risk of Child Abuse in School.

4. The Annual Report will be presented to School Council for ratification by 30th April. And to the school community during May/June, with notification via UpdateEd phone app.
5. Under the commonwealth's National Education Agreement, the Annual Report must be published on the internet. Once the report is finalised, DET will provide all reports to the VRQA for publishing on the VRQA State Register. A copy of the Annual Report will also be made available via the school website.

## REVIEW CYCLE AND EVALUATION

This policy will be reviewed as part of DET Recommended review cycle. This policy was last updated on 25<sup>th</sup> July 2023 and is scheduled for review in July 2025