



## 2020 ANNUAL REPORT

### DESCRIPTIVE INFORMATION

**School Sector:** Independent

**School's Address:** Back of TAFE Campus, F/29 Windemere Road, Alexandra Hills.

**Co-educational or Single Sex:** Co-Educational

**Year Levels Offered:** Prep to Year 9

**Total Enrolments:**

- Total young people enrolled throughout the year: 90
- Young people who were enrolled the entire 2020 school year (from 30/01/2020 to 05/12/2020): 81
- Young people who were enrolled partial year: 9

**Characteristics of the Student Body:**

- Males: 79
- Female: 11
- Non-Binary: 0
- Indigenous Young People: 0
- Overseas Students: 0

**Contact Person for Further Information:** Ronwyn Collier, Principal.

## PARENT, TEACHER AND STUDENT SATISFACTION WITH THE SCHOOL

### Parent Satisfaction Data:

During 2020 our families were asked to rank our school using a star rating with one being poor and five being excellent. The survey covered a variety of areas including staffing, student support, programming and reporting, facilities and value for money. We are very pleased to share that the Sycamore School ranked at least four stars on all criteria with an overall average of 83% satisfaction rating.

Statement	Percentage Satisfaction
Staff at The Sycamore School show care and respect towards my child.	94%
The Sycamore staff are approachable and when meetings are requested have been willing to make time to meet with me (face to face, online or by phone).	92%
My child enjoys attending The Sycamore School.	86%
The CET (Teacher and ESO) work collaboratively with me in support of my child.	86%
The Sycamore School provides my child with an Autism-Friendly Learning environment where the Respect The Spectrum (RTS) components of The Sycamore School curriculum (communication, social interaction, adaptive behaviours, sensory and information processing) are supporting my child's participation and engagement.	86%

### Comments from Parents from the 2020 Parent/Carer Survey:

- *"We also have had a personally difficult year, and have found the leadership team to be wonderful, supportive and so helpful".*
- *"We are so glad to be part of the Sycamore community".*
- *"We also have had a personally difficult year, and have found the leadership team to be wonderful, supportive and so helpful. We are so glad to be part of the Sycamore community".*
- *"My child has shown remarkable growth in his social and emotional skills and readiness to learn. He loves the school and has made some wonderful connections with his peers".*

### Strategies used for involving parents in their child's education

- Daily Communication
- Personalised Learning Plans
- Celebration of Achievement Folios
- ClassDojo
- Parent Information Sessions
- Online Web Conferencing during remote learning period

### The social climate of the school, including pastoral care programs and commentary about strategies to respond to bullying

- Our Teaching Staff and Education Support Officers support students for day-to day matters.
- Both Staff and Students are also supported by our school Social Worker and the Chaplain.
- Incident Reporting.
- Behaviour Management Plans.
- Parental Communication and Involvement.

## STAFFING INFORMATION

### Staffing Composition

Includes All Staff employed throughout 2020 (including those who started and left mid-year)

	Teaching Staff	Non-Teaching Staff
Full-Time	16	4
Term-Time	-	15
Part-Time	5	10
Casual	8*	13

\* Note: some Casual Teacher's also worked as Casual (Non-Teaching) Education Support Officer.

### Indigenous Staff

	Teaching Staff	Non-Teaching Staff
Indigenous	1	0

### Staff Retention: Proportion of staff retained from the previous year:

All permanent staff retained from the last day of Term 4, 2019 for the entire 2020 school year up until the last day of Term 4, 2020.

	Number of permanent staff at end of previous year (Term 4, 2019)	Number of these staff retained in the following year (the program year – Term 4, 2020)	% retention rate
All Staff	38	32	84%
Teaching Staff	17	14	82%
Non-Teaching	21	18	86%

### Qualifications of all Staff

The qualification totals are from full-time, part-time and temporary contract staff, they do not include casual staff.

Qualification	Teaching Staff	Non-Teaching Staff
Doctorate or higher	-	1
Masters	2	2
Postgraduate Certificate/Diploma	6	4
Bachelor Degree	13	3
Diploma	-	8
Certificate	-	7

### Average staff attendance for the school, based on unplanned absences of sick and emergent leave for periods of up to five days

The totals are from Full-time, Part-time and Temporary Contract staff and do not include leave periods greater than 5 days and planned absences such as University Placements, Maternity Leave and Planned Holidays and other LWOP.

- For **all permanent and temporary staff** the average staff attendance rate was 93.41% in 2020.
- For permanent and temporary **teaching staff and school leaders** the average staff attendance rate was 94.35% in 2020.
- For permanent and temporary classroom **non-teaching staff** the average staff attendance rate was 92.71% in 2020.

### Staff Participation in Professional Development

Category of PD Activity	Number of teaching staff participating in activity	Number of non-teaching staff participating in activity
Administration	1	1
Allied Health	28	41

Autism Specific	1	3
Curriculum (Assess & Report)	22	35
Curriculum (General)	1	1
Curriculum (Literacy)	16	20
Educational Leadership	16	-
Positive Behaviour Support	6	10
Staff Wellbeing (see note below)	15	16
Student Health and Wellbeing	29	47
Workplace Health and Safety	39	54
<b>Total</b>	<b>175</b>	<b>228</b>

**Total number of staff participating in at least one activity in the program year:**

All permanent employees participated in one or more Professional Development activities throughout the year 2020. External PD opportunities were consistently promoted via email and SharePoint. Staff are encouraged to make applications to attend PD or sign up to online workshops.

**The major professional development initiatives were as follows:**

- Staff Wellbeing – Elegrow program
- Workplace Health and Safety
- Student Health and Wellbeing
- Educational Leadership

**Expenditure on Staff Professional Development**

In 2020, \$69,288.30 was spent on Staff Professional Development.

	<b>Expenditure</b>
<b>All Staff (Both Teaching and Non-Teaching)</b>	\$59,167.73
<b>Teaching Staff</b>	\$4,071.75
<b>Non-Teaching</b>	\$6,048.82

**Staff satisfaction with the school**

Comments extracted from our 2020 end of year staff survey.

- *"I enjoyed working with a supportive, caring, hardworking, and inspirational staff team."*
- *"I love working with our amazing staff team."*
- *"I have enjoyed watching our young people grow and adapt to high school."*
- *"I overcame a fear of technology and found joy in creating online teaching activities."*
- *"Great progress was made with the new literacy program."*
- *"I am so grateful for my beautiful classroom, thank you, thank you, thank you."*
- *"I appreciate the leadership's care, support and understanding of our family as we went through a difficult time."*
- *"The staff support of each other through challenging times."*
- *"I feel so supported by my Education Support Officer. This environment can be challenging, and it is vital that we work well together."*
- *"I have become more confident in my pedagogical practice and not being afraid to try new things."*
- *"I have enjoyed connecting with young people across the school with the literacy support program and watching them thrive and grow in confidence with their reading."*
- *"I love working with the high school staff they are all fantastic."*
- *"I feel I have found myself in my role this year. I feel more confident and knowledgeable to the point where I am now thriving."*
- *"I feel like I am making a difference in the lives of young people, and I am so proud of their progress."*

## KEY STUDENT OUTCOMES

Average student attendance rate (%) for the whole school:

Number of possible attendance days	Total number of young people	Total number of days absent	Total Attendance
15,695 days	90 young people	3,147.5 days	12,547.5 days
The average attendance rate for the whole school as a percentage in 2020 was: 79%			

Average student attendance rate for each year level:

Year Level	Number of possible attendance days for year level	Total number of young people in year level	Total number of days absent by young people in year level	Total Attendance	Average attendance rate for each year level as a percentage in 2020
Prep	1,086	6	163	923	85%
Year 1	1,267	7	239.5	1027.5	81%
Year 2	1,338	8	258	1080	79%
Year 3	1,796	10	250.5	1545.5	86%
Year 4	1,810	10	239.5	1570.5	87%
Year 5	1,810	10	319.5	1490.5	82%
Year 6	1,810	10	418	1392	77%
Year 7	1,382	8	288	1094	77%
Year 8	1,676	10	494.5	1181.5	68%
Year 9	1,720	11	477	1243	72%

### A description of how non-attendance is managed by the school:

In 2020 The Sycamore School had a number of young people enrolled who had previously experienced school refusal in their prior educational settings. The Sycamore School worked with these families to ensure each child was supported to attend school daily. When attendance was lacking, the Collaborative Education Team (CET) and/or Leadership Team and Social Worker would meet with the parents and young person and put strategies in place to support full-time school attendance.

Parents are asked to communicate with the school when their child is likely to be absent.

Parents who do not notify the school are contacted so the school can follow up and support the families and young person where necessary.

If a student is absent because of an incident which occurred on the previous day the CET and/or Leadership Team and Social Worker work through a re-connection process. The re-connection process is in place to ensure the young person is able to return to school and re-connect with those involved as soon as possible.

If a student is continually absent due to school refusal, the Principal and Social Worker work alongside the family and CET in order to address any underlying concerns. A return to school plan is put into place starting with the student attending a portion of the day and then lengthening the day when the student is comfortable and has enjoyed success.