



Kingston Primary School Business Plan 2022-2024

Our Moral Purpose

At Kingston Primary School, we celebrate diversity and commit to creating a learning environment that fosters care, courage, respect and excellence.

Our Business Plan

Developed in collaboration with staff and the School Board, this plan outlines what we will do and what you will see as we work to continuously improve and achieve success in our focus areas.

KINGSTON PRIMARY SCHOOL ~ BUSINESS PLAN 2022-2024

Kingston Primary School (KPS) is located 146 km south of Perth and is privileged to be in the beautiful southwest on Pindjarup Noongar land. As a proud Independent Public School, 612 students from Kindergarten to Year 6 are supported by over 80 staff members.

Our students are the focus of every decision we make. We strive to provide a safe learning environment where our students feel valued, heard, and confident to try their best. Our aim is always to make KPS a place where the students want to be, where they are excited to return to and where they know they are cared for.

Our staff are dedicated, contemporary and innovative. We value collaboration with one another and collegiate care of our students. We pride ourselves on meeting the academic, physical, social, and emotional needs of our students. Our exception specialist programs include Music, Japanese, Art, Science and Physical Education.

Our school is at the heart of the Kingston community. Working together, much has been achieved and celebrated since our opening in 2009. We will continue to look for ways to support students, staff and families so everyone thrives as our children are our future.

As in the words of our school song our vision is *We are Kingston, we are the future exceeding expectations.*



KINGSTON PRIMARY SCHOOL ~ BUSINESS PLAN 2022-2024

VALUES

Respect for All: We respect ourselves, others and our environment. Staff provide all students with the opportunity to learn. Diversity is valued and celebrated. Our self-esteem and self-care are nurtured. We are proud of the school we create together.

Excellence in Endeavour: We challenge ourselves to be our best. KPS is committed to innovation. We continue to seek new ways to enhance educational programs and provide purposeful opportunities for students to learn and staff to improve their professional knowledge and skills.

Courage in Action: Courage allows us to choose the right action. Honesty is expected from all members of the school community. Teachers and students embrace challenges and engage in new learning experiences.

Care for All: Caring makes the world a safer place. Staff, students and the community treat each other and the environment with care and kindness. We show empathy and understanding towards each other.

Unity of Purpose: We acknowledge whole school policies and approaches are clear and easily accessible. The whole school community understands and works towards a common purpose.

Sustainability in Practices: We understand our importance and connection to the world. Educational and environmental decisions have a positive impact on the school community. The school community are positive contributors to the global community.



KINGSTON PRIMARY SCHOOL ~ BUSINESS PLAN 2022-2024 TARGETS

- Regular attendance to be at or above WA Public like School percentages for each year.
- Unauthorised absences to reduce each year by 5%.
- Aboriginal student attendance to be at or above WA Public like School percentages for each year.
- Increase the percentage of students above National Minimal Standard in Reading and Numeracy in NAPLAN for Years 3 and 5.
- Students in Years 3-6 will participate in ACER PAT testing, and maintain or increase Stanine 1 at a minimum from the beginning of the year testing to the end of the year testing.
- Increase number of students who score 403 in Reading and 350 in Reading for On Entry testing.
- Demonstrate progress through regular data point checks for MiniLit and MacqLit intervention students.
- All teachers will use the explicit lesson plan to teach 85% of learning activities across their timetable.
- All teachers will implement whole school approaches as set out in Operational Plans.
- All teachers will implement assessments as detailed in yearly assessment schedule.
- All teachers will implement the Good Standing and Advanced Standing process as per their year group or school phase.
- The mean of staff satisfaction data in relation to the school's capacity to effectively meet the needs of the whole child will be positive when measured each year.
- The mean of parent and community satisfaction data in relation to the school's capacity to effectively meet the needs of the whole child will be positive when measured each year.
- Student survey results from the National Opinion survey will show a positive result in all areas with a minimum score of 4 being given.
- The number of suspensions for negative student behaviour will decrease each year by 20%.
- Expand Student Support Services Team (FTE), including adding an AIEO role, to provide greater access to students and families requiring social, emotional and cultural support.
- Increase number of staff taking on formal and informal leadership roles
- Increase number of student leadership roles to improve student voice
- Increase percentage of students in Year 3 and Year 5 having satisfactory to excellent achievement in Reading and Numeracy.
- Increase percentage of students in Year 3 and Year 5 making high or very high progress from On Entry to NAPLAN



Care and Wellbeing

What we will do...

- Ensure classrooms, staffroom and grounds are safe, functional, inviting and provide a sense of belonging

What you will see...

- Establish a working committee to regenerate junior playgrounds and improve play experiences for students.
- Involve Social club members and those interested in remodelling the staffroom.
- Work with AIEO to establish more culturally responsive areas within the school.
- Survey students and staff on what they would like to see improve building wise at school.
- Student Support Team assist students to enhance the aesthetics of the school.
- Apply to industry, local businesses, and government agencies for grants to improve play areas.
- Visit and network with other schools for ideas.
- Include School Board in the discussion for ways to improve school grounds.

What we will do...

- Identifying and responding to student needs

What you will see...

- Train staff in Trauma informed practices.
- Train relevant staff in Mental Health First Aid and Gatekeeper
- Student Support Team established including a Social Worker, Boys in Education Student Support Officer (SSO), Student Support Officer (SSO), Aboriginal Islander Education Officer (AIEO), School Psychologist and Deputy Principal.
- Student Support Team meet regularly and develop strategies to target student needs in the school.
- SEN plans will be completed as per the Kingston Assessment Schedule.
- Promote Education Dept. approved parental support programs.

What we will do...

- Provide opportunities for student agency where students have the capacity to set a goal, reflect and act responsibly to effect change

What you will see...

- Kindy and PP students will take an active role in deciding what and how they will learn through play.
- Student Leaders will meet with the Staff Leadership team once a term to share ideas and feedback.
- Student Executives will adopt a consultative role with other student leaders.
- School based student surveys and the National Opinion Survey data will be used to inform whole school planning.

What we will do...

- Empower students with the language and social skills to resolve friendship issues

What you will see...

- Introduce The Resilience Project and have students from Kindy to Year 6 participate in the online lessons.
- Staff model appropriate ways to respond to situations for students.
- Rename and remodel the Mediation Room to the Reset Room.
- The Reset Room is a safe place for students to use during break times to talk through any disputes or dysregulated behaviour with the SSOC or admin staff.
- Explicitly teach the Zones of Regulation and the language of the Virtues
- The SSO teaches *Josh Langley's* emotional regulation program to identified classes.



Care and Wellbeing

What we will do...

- Promote and prioritise the wellbeing of all staff

What you will see...

- Line managers will provide their staff with one formal wellbeing check in per term with opportunities for more.
- Staff will work within their role description and to their strengths.
- Develop and implement KPS wellbeing plan
- Opportunities for social connectedness with staff both at school and out of school.
- Admin will share and act on staff survey and feedback.
- Provide staff with a wellbeing journal from *The Resilience Project*

What we will do...

- Monitor attendance of students

What you will see...

- Allocate role of monitoring and supporting attendance to deputy principal.
- Support staff to have conversations with families about student attendance.
- Introduce and use the Attendance Toolkit with staff.
- Unauthorised absences will be followed up daily, weekly and incidentally by teachers, front office and or admin staff.

What we will do...

- Promote and prioritise the wellbeing of all students

What you will see...

- Staff will build positive relationships with students to get to the know them and how they learn, through conversations, observations, and planned activities.
- Creative learning opportunities will be available to students at lunch time and in class time. These will include LEGO in the library, KingstZEN art, gardening club, choir/band and sporting challenges, staff vs students.



Excellence in Teaching and Learning

What we will do...

- Develop consistent whole school practices

What you will see...

- Review The Kingston Approach teaching document
- Ensure new staff are inducted with The Kingston Approach
- Integrate explicit instruction and CMS into the Kingston Approach to support consistent teaching schoolwide.
- Admin, Instructional Coaches and committees review and develop Lesson design.

What we will do...

- Increase opportunities for students identified as requiring academic extension

What you will see...

- Establish an Academic Enrichment class for selected students in Years 4-6.
- Increase number of students eligible to join the school band.

Excellence in Teaching and Learning

What we will do...

- Create a culture of teaching and learning excellence

What you will see...

- All teachers trained in the KPS Explicit Instructional Model.
- Instructional Coaches.
- Visit other schools that exemplify excellence in this area.

What we will do...

- Focus on data to inform an evidence-based teaching and learning program in all classes

What you will see...

- Establish a Student Data @ Kingston Team
- Create and maintain a culture where data is used continuously, collaboratively and effectively and a reflect on whole school practices.
- Develop a KPS Assessment Schedule.
- Upskill staff in how to use assessment methods and data analysis to inform teaching and learning through collegiate and staff meetings.
- Ensure all relevant data is analysed so that all students are on an appropriate learning pathway that meets their individual needs through collegiate and staff meetings.

What we will do...

- Strengthen performance management procedures and opportunities for all staff

What you will see...

- Review and update Performance Management (PM) processes and plans.
- Consult with staff about PM processes.
- Line managers to provide more feedback to inform teaching practice including classroom observations and walk throughs.

What we will do...

- Improve student achievement and progress in system and school-based testing

What you will see...

- Year 3 and Year 5 students will participate in NAPLAN online and maintain and/or improve stable cohort top 3 proficiency band percentages in numeracy, reading and writing when compared to like schools.
- Year 3 and Year 5 students will participate in NAPLAN numeracy, reading and writing and demonstrate maintained and/or improved stable cohort mean scores when compared to like schools.
- Research-based school programs will be introduced and supported with professional learning from contracted presenters and school-based expert teachers e.g., Talk for Writing, MultiLit, Spelling Mastery, Heggerty etc.
- Increase moderation of assessment tasks opportunities within our school and the network of schools.

What we will do...

- Build a culture of excellence in every classroom where an orderly learning environment and high expectations for all is the norm

What you will see...

- All teachers and EAs trained in CMS.
- CAT teachers to provide conferencing for CMS skills on a regular cycle.
- Teachers and EAs to access CMS training if new to the school.
- Good Standing process maintained.



Leading with Excellence and Courage

What we will do...

- ☐ Provide a range of leadership opportunities for students

What you will see...

- Continue with Student Executive, Faction House Captain, Music Captain roles.
- Introduce Sustainability leader role.
- Student Executives attend Parliament House.
- Student leaders meet with Admin, School Board and with each other to share ideas and feedback

What we will do...

- ☐ Foster a culture of collaboration, trust, feedback and reflection to promote professional growth and leadership

What you will see...

- Ensure clear alignment of operational plans, lesson observations and performance development, instructional framework, professional learning, and classroom planning with Strategic Directions, School Review recommendations and School Business Plan.
- Curriculum leader release time built into operational plan and school budget.
- Minimum of annual review of operational plans to ensure adherence and continuity.

What we will do...

- ☐ Responsibly manage the school's budget

What you will see...

- Budgets are allocated to positively address identified student characteristics of aboriginality, disability, EALD and social disadvantage.
- Targeted Initiatives are expended as audited.
- Replacement schedules for school equipment will be developed and reviewed annually.
- Administration staff are trained in SCFM.
- Finance committee and School Board are well informed and regularly updated on OnLine budget



What we will do...

- ☐ Recruit and support an AIEO to lead KPS in becoming a more culturally responsive school

What you will see...

- Incorporate AIEO role in whole school budget.
- Provide working space for AIEO.
- AIEO and Admin negotiate role and develop a whole school plan.
- AIEO assists in leading HASS committee

What we will do...

- ☐ Provide leadership opportunities for all staff

What you will see...

- Identify, develop and support leadership at all levels.
- Instructional Leaders will be released for planning, resourcing and training to allow them to dedicate time to the role.
- Use the Future Leader's Framework to identify and support leaders.
- Level 3 and Senior Teachers to have a designated role.



Respectful Relationships with Community and Culture

What we will do...

- ☐ Build on strength and effectiveness of School Board

What you will see...

- Invite/promote Board membership in a wide range of community groups e.g., Shire of Harvey, health services, local mining companies and Indigenous parents.
- Provide School Board members with an induction and training so they have a clear understanding of their role and responsibilities.

What we will do...

- ☐ Improve our cultural responsiveness to our Kingston community

What you will see...

- Increase visibility of Aboriginal culture in the classroom with the support and leadership from AIEO.
- Provide opportunities for students to share their home culture with peers and across year levels.
- Through KPS self-assessment on the Aboriginal Cultural Standards Framework continuum to move from Developing to Proficient across performance descriptors.
- Raise responsiveness through Yarning Circles, NAIDOC commemorations, Reconciliation Action Plan (RAP) and transition to High School.
- Plan authentic teaching and learning experiences and celebrations that address cultural priorities.
- Rename the teaching blocks using Noongar language.
- Continue to develop relationships with the local Aboriginal community and work in partnership with them through Yarning Circles.
- Develop a Noongar garden and teach students about native plants to this area with a focus on the six Noongar seasons.
- Regularly reflect on our implementation of the Aboriginal Cultural Standards Framework.
- Create an audit of cultures within our school and plan ways to be an inclusive environment where all cultures are respected and valued.

What we will do...

- ☐ Encourage and support the establishment of a Community Play Group

What you will see...

- Promote school-based Playgroup.
- Admin and ECE staff to regularly liaise with members of Playgroup to strengthen school connection.
- Establish a Bush Kindy in the surrounding wetlands.

What we will do...

- ☐ Use effective and transparent communication strategies to strengthen relationships between staff and parents to support students

What you will see...

- Ensure communication strategies are predictable, clear, and meet the needs of all parties. Ensure clear communication through Seesaw, Facebook page, School Website, School Zine App, Junior and Senior Assemblies, Class meetings/information evening, Newsletter, Yarning Circle and Breakfast Club.
- Create, regularly update and widely distribute Year and Term calendars for families and staff.
- Provide regular and positive communication to families about their children and upcoming school events.
- Promote parent attendance and feedback for school events showcasing our students celebrating their success. These include ANZAC Dawn service, Assemblies, Carnivals, Mother's Day morning tea and Father's Day celebrations, Reconciliation Day, NAIDOC Week, end of year Book Awards ceremony and Pre-primary Extravaganza
- Promote and provide opportunities for meaningful parent engagement through formal and informal meetings. This will help to build capacity of our families to support their children in their educational journey.

Respectful Relationships with Community and Culture

What we will do...

- Celebrate diversity

What you will see...

- Create an Inclusion Day team.
- Introduce an Inclusion Day annual event with input from students, staff and the community.

What we will do...

- Promote inclusion of volunteers in the school

What you will see...

- Support of P&C events
- Develop long-term plans with P&C and its financial support of the school.
- Continue with Hands Up for Kids reading volunteers.
- Continue with developing relationship with residents of the Bethanie Retirement village.
- Invite more people to join the Breakfast Club volunteers.
- Develop greater connections with local business such as Bunnings.
- Expand opportunities to thank the volunteers.



What we will do...

- Continue to forge partnerships with universities

What you will see...

- Welcome Pre-service teachers for practicums.
- Promote well-established Internship Model

What we will do...

- Continue to build relationship with Takenodai school in Japan

What you will see...

- Facilitate opportunities for students to communicate with our sister school in Japan via online learning.



