

# 2017 ANNUAL REPORT

EDUCATIONAL AND FINANCIAL REPORTING FOR ARKANA COLLEGE



**ARKANA COLLEGE**  
**2017 Annual Report: Educational and Financial Reporting**

*Can be viewed on the School's Website at*  
<https://arkana.nsw.edu.au/school-reports/>

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## **EDUCATIONAL AND FINANCIAL REPORTING**

### **POLICY**

Arkana College has procedures in place to maintain the relevant data and will comply with reporting requirements of the NSW Minister for Education and the Australian Government Department of Education. This reporting includes participation in annual reporting to publicly disclose the educational and financial performance measures and policies of the school and requirements related to the provision of data to the Minister that is relevant to the Minister's annual report to Parliament on the effectiveness of schooling in the State or data that may be requested by the Minister from time to time.

### **PROCEDURES**

#### **Annual Report**

Procedures for implementing the policy include:

- the principal being responsible for coordinating the final preparation and distribution of the annual report to NESA and other stakeholders as required;
- the head teachers and Principal are responsible for the collection, analysis and storage of the relevant data and for providing the relevant information to the Principal for inclusion in the report;
- determination of the specific content to be included in each section of the report and reviewing this each year to ensure ongoing compliance, relevance and usefulness;
- preparation of the report in an online or appropriate electronic form to provide to NESA through *RANGS Online*
- the annual schedule for:
  - ❖ delivery of information for each reporting area to the Principal coordinating the report
  - ❖ preparation and publication of the report
  - ❖ providing annual report requirements in electronic form to NESA on *RANGS Online* by 30 June 2018
- public disclosure of the annual report within 6 months after the end of a year by making it available on the internet (e.g. the school website) and on request in a form accessible by a person who is responsible for a student who is unable to access the internet

#### **Requests for Additional Data**

From time to time the Australian Government, through the Minister for Education, and the NSW Government, through the Minister for Education, may request additional information. To ensure that such requests are dealt with appropriately, procedures identify the Principal as the person responsible for the collection of the relevant data/information, coordinating the school's response and for ensuring provision of data/information requested by Minister(s) through the specified authority in an online or appropriate electronic format by the due date.

## **REPORT AREA 1: A MESSAGE FROM KEY SCHOOL BODIES**

Arkana College is a registered and certified independent, non-government, K-6 primary school which was first established in 1960, and currently run completely by a Muslim board of directors.

### **GOVERNANCE AND MISSION**

The governance of the school is in the hands of a School Board, who are elected to the position. The Board has seven members who come from various workplace sectors; including engineer, doctors and personnel from the corporate sector. Several members also comprise the board and come from a range of backgrounds including medicine, law and education.

### **MISSION STATEMENT**

Provide a balanced quality education in a nurturing Islamic environment.

### **VISION**

To be a leading Australian Islamic School, offering an integrated educational experience drawing upon best practice teaching methods and a strong Islamic moral framework.

### **VALUES**

At Arkana College we aim to provide all students with a high-quality education that will prepare them to be active, contributing citizens in Australia's multicultural society. The School will be a caring, Islamic environment in which the education given to students will teach our children to keep their identities and be part of the wider Australia.

## **ARKANA'S AIMS / STRATEGIC PRIORITIES**

### **1. STUDENT LEARNING ACHIEVEMENT**

Arkana College is a school that promotes academic achievement across the key learning areas. High academic standards combined with open communication and commitment within a shared learning environment has been the key to our success. Furthermore, we examine our pedagogy in light of our students' needs and evaluate our teaching and learning programs to guide our future practice.

In terms of literacy instruction, we have adopted robust reading, spelling and writing programs that have proven to be effective. Results from Smartdata are used to plan accordingly and student results are tracked and graphed to ensure progression is made from semester to semester and year to year. Furthermore, we have begun revamping our Arabic (as a second language), Quran and Islamic Studies programs. We have looked into the principles of second language acquisition and written goals that we want to achieve each term K-6 which we will use in 2018 as a reporting guide to parents.

We have employed specialist staff that assist children experiencing learning difficulties and a staff member to extend our students where possible. We have successfully implemented PreLit, MiniLit, MultiLit, MacqLit for our students finding it difficult to acquire the necessary reading skills. The extension students have engaged in creative writing and an extracurricular program of debating.

The students have excelled in their academic work and have achieved pleasing results in NAPLAN testing on Years 3 and 5 and in diagnostic, summative and formative assessments across all grades K-6. The students have also excelled in sports, in the creative arts and in the areas of Arabic, Quran and Islamic Studies.

## 2. PROFESSIONAL DEVELOPMENT OF TEACHERS

At Arkana College, we value our staff. They play a central role within the school individually and collectively. It is our philosophy that an abreast teacher is the most important school related factor influencing student achievement, therefore, it is imperative to us that our teachers engage in ongoing professional development that will keep them up to date with new curriculum, pedagogy on how students learn, innovative practices and emerging technology.

## 3. ISLAMIC PERSPECTIVE

The children have been engaged in a rich, diverse multitude of programs. The programs at Arkana encompass the customary primary curriculum in addition to the rich co-curricular programs being offered. We endeavour to implement an Islamic perspective into our teaching and learning programs. We also plan whole school events around significant events in the Islamic Calendar.

## 4. LINKS WITH THE COMMUNITY

At Arkana College, we value the strong relationships established with the community; including that with parents, students, the Islamic Community and the wider Australian Community. We pride ourselves on having a collaborative culture, transparency, open communication and an open-door policy. Ultimately, our aim is to build the reputation of the school in the wider community as one that delivers excellence in all endeavours.

## **MESSAGE FROM THE CHAIRMAN OF THE BOARD OF DIRECTORS**

Assalamu Alaikum

On behalf of the Board of Directors I would like to congratulate all students, staff and parents for their efforts and achievements throughout the 2017 school year. The College once again enjoyed impressive academic results, were immersed in a wealth of extracurricular activities and events including productions at assemblies, concerts, carnivals, end of year presentation and graduation evenings, excursions/incursions and much more. My sincere congratulations to all involved.

Our literacy/numeracy results from NAPLAN 2017 were positive once again and were a great endorsement of the quality of teaching and learning experiences at Arkana College. I would like to convey my heartfelt thanks to all staff, students and parents. Our excellent results are a product of their collective effort.

It is with satisfaction that we see Arkana College continuing to play a leading role in the Islamic school community, the broader Muslim community and amongst the different communities of NSW. In particular, our engagement with Mount Sinai College is a wonderful reflection of our values program.

The Arkana Board will continue to work alongside the Principal and stakeholders to ensure we continue to achieve our strategic goals.

Mohammed A Helal  
Chairman Arkana College Board

## **MESSAGE FROM THE PRINCIPAL**

Assalamu Alaikum

I have just completed my seventh year as Principal of Arkana College. As the Principal, I am overwhelmed with pride at the continued success of the College throughout the 2017 school year. We are now into our first year of our second school improvement plan focusing on Arabic, Quran and Islamic Studies. We have begun goal setting as a means of ensuring content is relevant and that the students reach milestones, term by term and then year by year.

Our mission is to provide a balanced quality education in a nurturing Islamic environment. We have provided our children with a quality teaching and learning experience that pursues and promotes a holistic extracurricular and values program whilst preserving the tenets of the Islamic faith, the legacy (sunnah) of the prophet Mohammed (s.a.w) and the basics of the Arabic language. In doing this we aim to develop students who are proud Australians who contribute to the local and wider community whilst maintaining the traditions and faith of their families which has sustained many generations previously. The College continues a strong and broad community appeal as reflected in the record demand for student placements.

There have been numerous highlights that stand out for me in 2017. This includes our various sporting programs organised by Mr Ali Kourouche, our specialist PDHPE teacher, including a Games & Sports skills program, Gymnastics, Aquatics and Dance; our Athletics and Swimming carnivals; our interfaith program with Mount Sinai College; the Youth Summit at NSW Parliament House; our celebration of Islamic festivals and significant days; our Scope IT program covering coding, electronics, website development and 3D printing; interschool debating with Irfan College and the Australian International Academy; our involvement in various ANZAC ceremonies including our annual in-school ANZAC ceremony; incursions and excursions (including our 'BIG DAY OUT' on the Gold Coast, our visit to Melbourne to see the Islamic Museum of Australia, camp to Myuna Bay, Literacy and Numeracy Week and Harmony Day).

Again, I was immensely proud to see the school engaged with the wider community including our Orphanage Drive. The school also enjoyed several projects with other schools from diverse communities and were active in raising funds for numerous charities including the Leukaemia Foundation, the Heart Foundation, the Children's Medical Research Institute, MS Australia, The Kids Cancer Project, Muslim Aid and AusRelief (by building several water wells to provide clean water in remote villages in Cambodia).

I would like to thank the hard-working staff, our incredible Parent Council, students and families of our college community for their ongoing care and tremendous dedication. I'd also like to thank the Board of Directors in supporting my initiatives and for their significant contributions to Arkana College.

Mr Sam Halbouni  
PRINCIPAL

### **ARKANA COLLEGE PARENT COUNCIL**

The Parent Council meets regularly with the Principal to communicate ideas and/or concerns and fundraising opportunities for specific events/charities throughout the year. Alhamdulillah, we had some fantastic fundraisers and we hope it continues in 2018 and beyond.

The Parent Council in 2017 organised a Mother's Day Stall, hot food days, cake stalls, the 'Book Character Parade', our annual Iftar dinner and Eid stalls. We also donated money to the school library. We look forward to further success in 2018.

Mrs Zeyneb Boussi  
President

## **REPORTING AREA 2 – CONTEXTUAL INFORMATION AND CHARACTERISTICS OF THE STUDENT BODY**

### **ARKANA COLLEGE**

Arkana College is a single stream K to 6 Independent School with an Islamic ethos located in the southern suburbs of Sydney. Originally established as a non-denominational day school in 1960, it was purchased by the Muslim community in 1986 and grew with the purchase of two adjoining properties.

The school has an open entry policy. Although the school has an Islamic ethos, it welcomes students and staff of all backgrounds. Almost all children come from families who speak a language other than English, though the majority of children are Australian born.

The Mission of Arkana College is to provide a balanced quality education in a nurturing Islamic environment. Our vision is to be a leading Australian Islamic School, offering an integrated educational experience drawing upon best practice teaching methods and a strong Islamic moral framework.

The school has achieved academic excellence with pleasing results in Literacy and Numeracy. It also enjoys a fine reputation in choir and sport as well as a proud history of social service and fundraising for a diverse range of charitable organisations.

The school is dedicated to the concepts of equity and excellence in education. The school is committed to developing the academic, sporting and social potential of its students. Arkana College works with the community to provide a complete education in a caring and stimulating environment.

### **STUDENT INFORMATION/ENROLMENT PROFILE**

The school has 204 students. As an Independent School, the students come from a diverse range of backgrounds, including cultural and language backgrounds other than English. The diverse range of experiences afforded by this policy leads the children to a better understanding and a greater tolerance of others. A survey of the school population revealed that a large range of different nationalities were represented in the school community.

2017 Class Sizes are as reported at end of the 2017 school year. This represented an increase of 3 students or 1.5% when compared to enrolment figures for 2016.



## School Facts 2017

School sector	Non-Government
School type	Primary
Year range	K-6
Total enrolments	204
Location	Major Cities

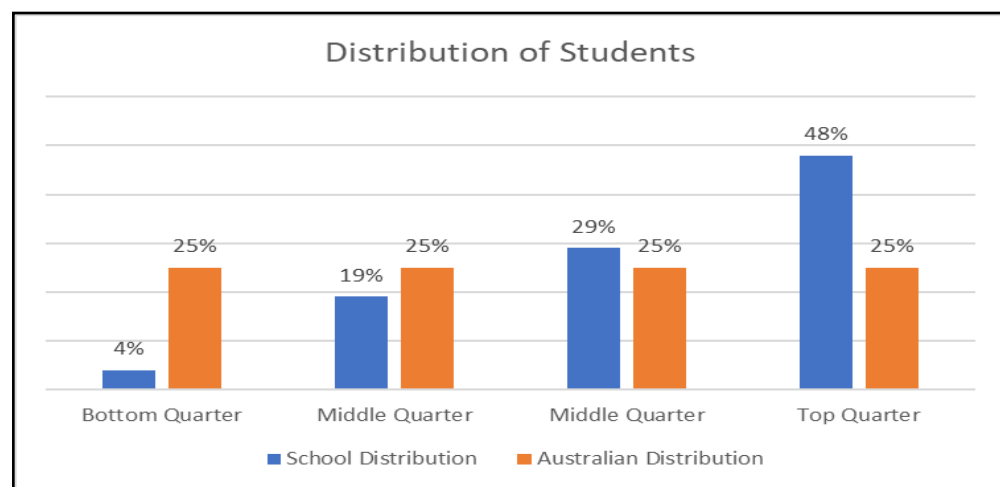
## Student background 2017

### [Index of Community Socio-Educational Advantage \(ICSEA\)](#)

School ICSEA value	1111
Average ICSEA value	1000
Data source	Parent information

### *Distribution of students*

	Bottom quarter	Middle quarters	Top quarter
School Distribution	4%	19% 29%	48%
Australian Distribution	25%	25% 25%	25%

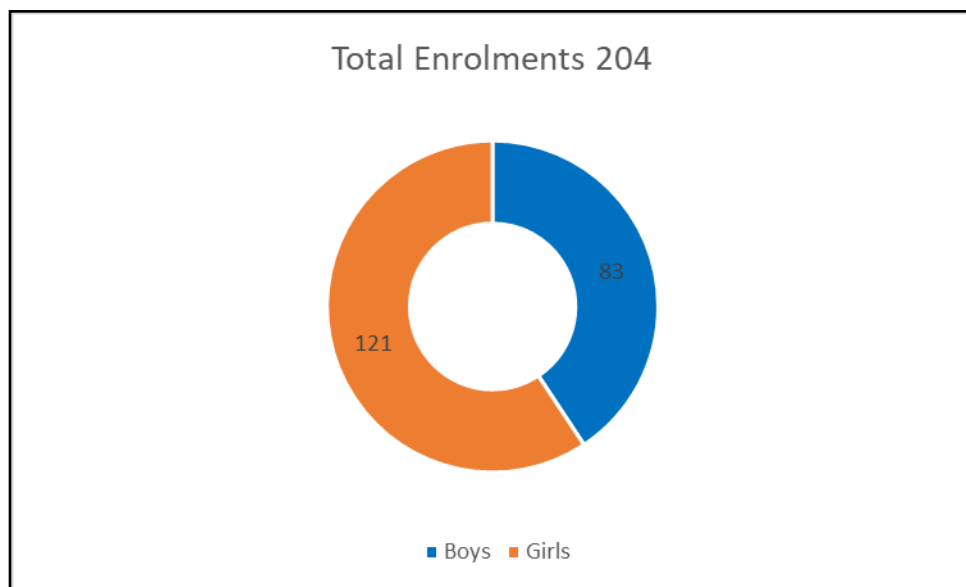


## School staff 2017

Teaching staff	15
Full-time equivalent teaching staff <sup>?</sup>	11.8
Non-teaching staff	5
Full-time equivalent non-teaching staff <sup>?</sup>	4.0

## Students 2017

Total enrolments	204
Girls	121
Boys	83
Full-time equivalent enrolments <sup>?</sup>	204
Indigenous students	2%
Language background other than English	92%
Student attendance rate <sup>3</sup>	93.66%



**Please visit the My School website for further contextual information**  
<http://www.myschool.edu.au/>

### **REPORTING AREA 3: STUDENT OUTCOMES IN STANDARDISED NATIONAL LITERACY AND NUMERACY TESTING**

#### **ACADEMIC**

Arkana College enjoyed further success in the 2017 National Assessment Plan for Literacy and Numeracy (NAPLAN) exams which further improved on the already high standard established. In most areas we exceeded the national average. These results were supported by the College's proactive intervention strategies targeting literacy delivered by staff including a dedicated literacy support teacher, a Minilit/Macqlit specialist and an extension teacher.

Parents are well aware of the My School website. My School enables you to search the profiles of Australian schools. My School is an Australian Curriculum, Assessment and Reporting Authority (ACARA) information service. ACARA is an independent authority with functions including the publishing of nationally comparable data on all Australian schools.

The performance of schools on NAPLAN tests is greatly affected by a range of student intake and school location characteristics. When comparing schools, it is important to compare like with like. The My School website allows and encourages comparisons with schools that are statistically similar in terms of a range of factors known to affect test performance. Parents may access the College's profile by going to <http://www.myschool.edu.au/>. Simply type in 'Arkana College' under school search for a comprehensive report.

### **REPORT AREA 4: SENIOR SECONDARY OUTCOMES (N/A)**

### **REPORT AREA 5: PROFESSIONAL LEARNING AND TEACHER STANDARDS**

#### **TEACHER QUALIFICATIONS**

The school has a diverse staff representing many different cultural and religious groups. This contributes toward the character of Arkana College. Staff include:

(a) Staff Responsible for Delivering the NSW Syllabus

- 1 Principal
- 8 Full Time Mainstream Teachers (including three Head Teachers)
- 4 Part Time Mainstream Teacher
- 2 Arabic Teachers (part time, including one Head Teacher)

(b) Other Staff

- 1 Full Time Quran and Islamic Studies Teacher
- 2 Full Time Administrative Staff
- 1 Teacher's aide

All teaching staff of mainstream classes are responsible for the delivery of the NSW Curriculum determined by NESA in accordance with the *Education Act 1990*. The Principal and Head Teachers meet to monitor all teaching programs, student work samples and academic results to ensure compliance with NSW syllabus outcomes. The Principal ensures that teaching standards

are in accordance to those mandated by NES. Below are the details of the qualifications of the teaching staff (as defined by the Teacher Accreditation Act 2004) that are responsible for delivering the curriculum.

Category	Description	Number of Staff
i	<i>Teachers who have teaching qualifications from a higher institution within Australia or as recognised within the National Office of Overseas Skills Recognition (AEI-NOOSR) guidelines</i>	14
Level of Accreditation	Proficient	13
	Provisional	1
ii	<i>Teachers who have a bachelor's degree from a higher education institution within Australia or one recognised within the AEI-NOOSR guidelines</i>	1
Level of Accreditation	Proficient	1
	Provisional	0

## PROFESSIONAL LEARNING

Arkana College's professional learning program in 2017 includes

- Professional development Courses provided by external agencies
- Professional development imparted by the principal and other senior staff.

Below is a summary of professional learning undertaken by teachers (as defined by the Teacher Accreditation Act 2004) during the year.

Course	Number of Staff Attended	Provider
Supporting Teachers through Accreditation	2	AIS NSW
Collaborate to Create: STEM	2	University of Technology / AIS NSW
Supporting School Improvement	4	AIS NSW
Great Teachers Give Great Feedback	1	AIS NSW
Optimising the Impact of Classroom Observations	1	AIS NSW
Becoming Accredited at Experienced Teacher through the Standards Pathway	1	AIS NSW
Analysing Literary Texts	1	AIS NSW
Child Protection	18	Principal In House

An Introduction to Creating Safer Independent Schools	1	AIS NSW
Seven Steps to Writing Success	1	Seven Steps to Writing
NAPLAN Online Training	2	AIS NSW
The AIS Annual Briefing	1	AIS NSW
Diving into Sport – Sports Conference	1	AIS NSW
Creative Bend ‘n’ Stretch	2	AIS NSW
Fitness Show Sydney	1	DET NSW
MEA Interpretation Workshop – Standards and Hybrid Models	2	AIS NSW
Education SEPP Seminar	1	AIS NSW
AIS Governance Symposium	4	AIS NSW
Australia Islamic Forum	4	University of South Australia / ISAA
MiniLit	1	MultiLit Centre Macquarie University
MacqLit	1	MultiLit Centre Macquarie University
PreLit	1	MultiLit Centre Macquarie University
Online Safety Workshop	18	Alannah and Madeline Foundation
Senior First Aid	18	Premium Health
IPSHA Principal Meetings, Terms 1-4	1	IPSHA NSW
IPSHA Deputies / Curriculum Heads Meetings Terms 1-3	2	IPSHA NSW

## **REPORT AREA 6: WORKFORCE COMPOSITION**

Please refer to <http://www.myschool.edu.au>. There are no indigenous teachers at Arkana College. Eighty nine percent of the staff are Muslim and eleven percent are Non-Muslim.

## **REPORT AREA 7: STUDENT ATTENDANCE AND MANAGEMENT OF NON ATTENDANCE**

### **Student Attendance Rates**

<b>Year Level</b>	<b>Attendance Rate %</b>
KINDERGARTEN	97.62%
YEAR 1	92.41%
YEAR 2	94.96%
YEAR 3	93.57%
YEAR 4	93.05%
YEAR 5	92.20%
YEAR 6	96.05%
SCHOOL AVERAGE	93.66%

Ninety-four per cent of students attended school on average each school day in 2017. This was similar to the daily attendance in 2016.

### **Management of Non-Attendance**

Arkana College implements the Student Attendance Policy and Procedures for the management of student non-attendance.

1. The School will monitor the daily attendance and absence of students in the School by maintaining a daily register for each class of students.
2. Student absences from classes or from the School will be identified and recorded in a consistent manner by the staff member responsible.
3. All absences must be explained. An absentee note or email must be provided when the student returns to school.
4. Unexplained absences from classes or School will be followed up in an appropriate manner with the student and/ or their parent or guardian.
5. The School will notify parents and/or guardians in an appropriate manner where a student has a poor record of School or class attendance.

### **Student Retention Rates and Post School Destinations (N/A)**

## **POST SCHOOL DESTINATIONS (N/A)**

## **REPORT AREA 8: ENROLMENT POLICIES**

### **Enrolment Policies and Profiles**

Arkana College is a comprehensive Islamic co-educational Kindergarten – Year 6 School providing an education underpinned by religious Islamic values and operating within the policies of NESAs. All applications will be processed in order of receipt and consideration will be given to the applicant's support for the ethos of the school, an interview process, an assessment and other criteria determined by the school from time to time. Once enrolled, students are expected to act consistently with the school's ethos and comply with the school rules to maintain the enrolment. Parents must also be supportive of the school's policies, procedures and ethos.

### **Procedures**

1. All applications should be processed within the school's enrolment policy.
2. Consider each applicant's interview responses regarding their ability and willingness to support the school's policies, procedures and ethos.
3. Consider each child's assessment results and educational needs. To do this, the school will need to gather information and consult with the parents/family and other relevant persons / bodies.
4. Identify any strategies which need to be put into place to accommodate the applicant before a decision regarding the enrolment is made.
5. Inform the applicant of the outcome.
6. Enrolment information will be sent out. **Students enrolling must turn 5 before the 31<sup>st</sup> May of the year they are due to start school.**
7. Enrolment will comply with the Disability Discrimination Act.

Subject to availability, offers of a place will be made. **Continuing enrolment is subject to the student's adherence to school rules and payment of all school fees.**

### **Student population**

The school has 204 students (K-6). There are slightly more girls than boys throughout the school. The students come from a wide range of backgrounds, and the vast majority come from a language background other than English. The College complies with the Disability Discrimination Act.

### **Waiting List for Enrolment**

The student's name will be placed on the waiting list for the year of entry desired. Students placed on the waiting list will be transferred to the accepted list in the event of a vacancy.

## **Contractual Obligation**

Within five (5) days of the child being offered a place at the College, a non-refundable fee as determined by the College will be payable by the parent/guardian to the College.

## **Exclusion from the College**

1. If the Principal, or any person deputing for the Principal, considers that a student is guilty of a serious breach of the rules or has otherwise engaged in conduct which is prejudicial to the school or its students or staff, the Principal may exclude the student permanently or temporarily at their absolute discretion.
2. If the School Board or the Principal believes that a mutually beneficial relationship of trust and cooperation between a parent and school has broken down to the extent that it adversely impacts on that relationship, then the school, the School Board or the Principal may require the parent to remove the child from the school.
3. The school will only exercise its powers under this clause to exclude a pupil permanently if it has provided the pupil and the parents or guardians of the pupil with details of the conduct which may result in a decision to exclude the pupil and provided them with a reasonable opportunity to respond.

No remission of fees will apply in relation to any of the above cases.

## **Fees**

The scale of fees and other charges may vary from time to time by notice to the parent or guardian from the Principal.

## **Medical treatment**

If a student needs urgent hospital or medical treatment of any nature and the school is unable to contact the parent or guardian after making reasonable efforts, you authorise the school to give authority for such treatment. You indemnify the school, its employees and agents in respect of all costs and expenses arising directly or indirectly out of such treatment.

## **Personal Belongings**

Students are responsible for their personal belongings and the College will not be liable for any loss of these belongings.



## **Uniform and Appearance**

1. All students enrolled at Arkana College must arrive and leave the school premises in full school uniform. This includes black school shoes for the boys and girls. The girls also require a plain white or lemon coloured scarf for Halaqa and Prayer.
2. Sports uniforms are to be worn on scheduled sports days only.
3. The children must have appropriate haircuts; as outlined in the school's uniform policy and deemed appropriate by the principal of the school.

## **Publishing of Student's Work and / or Photographs**

From time to time, a student's (your child's) work, comments and / or photograph may be published electronically or in print. This may be used in promotional material, newsletters and the annual magazine created by the College, or used for similar purposes with the consent of the College. Parents should notify the College in writing if they do NOT want their child's work comments and/ or photograph to be used for such purposes. Please note consent will be ongoing for the duration of your child's enrolment at the College.

## **Amendment of Terms and Conditions**

The school may alter these conditions of entry at any time by notifying parents/guardians in writing. Alterations will apply from the date of notice.

## **REPORT AREA 9: SCHOOL POLICIES**

Detailed information on all policies is available upon request from the school's front office.

### **Policies: Summary of the following (4) FOUR policies:**

- A. **Student welfare**
- B. **Anti-bullying**
- C. **Discipline**
- D. **Complaints and grievances**

## **STUDENT WELFARE**

Arkana College seeks to provide a safe and supportive environment to support the mental, physical and emotional wellbeing of students through programs that:

- meet the personal, social and learning needs of all students K-6;
- provide early intervention programs for students at risk using a permanent teaching member of staff as a support teacher to assist in collaboration with the staff, a PreLit, MiniLit, MacqLit and MultiLit qualified aide and a teacher targeting extension programs.
- develop students' sense of self-worth and foster personal development.

In 2017, the policy and procedures were reviewed. The full text can be accessed by request from the principal, the school's front office and/or parent information booklet.

## **ANTI BULLYING POLICY**

Arkana College does not condone bullying or harassment in any form. The policy includes processes based on procedural fairness for responding to and managing allegations of bullying. The contact information for the local police School Liaison Officer, Youth Liaison Officer and other support services available to the community are provided in the full text of the policy.

In 2017 the school's anti-bullying policy and procedures were reviewed. The full text of the school's anti-bullying policy can be accessed by request from the principal, the school's front office and/or parent information booklet.

## **DISCIPLINE**

Students at Arkana College are required to abide by the school's rules and to follow the directions of teachers and other people with authority delegated by the school. Where disciplinary action is required penalties imposed vary according to the nature of the breach of discipline and a student's prior behaviour.

All disciplinary actions that result in any sanction against the student are based on the processes of procedural fairness. Parents are involved in the processes of procedural fairness when sanctions could result in suspension and expulsion. Disciplinary actions do not include exclusion. The school expressly prohibits corporal punishment and does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the school.

As part of the school evaluation of policies, the school's discipline procedures were reviewed. The full text of the school's discipline policy can be accessed by request from the principal, the school's front office and/or parent information booklet.

## **COMPLAINTS AND GRIEVANCES RESOLUTION**

Arkana College uses as appropriate, procedural fairness in dealing with complaints and grievances and includes processes for raising and responding to matters of concern identified by parents, students, staff and/or the general community. These processes incorporate how one would raise complaints and grievances and how the school will respond.

The school's policy and procedures were reviewed. The full text of the school's complaints and grievance resolution policy can be accessed by request from the principal, the school's front office and/or parent information booklet.

## REPORT AREA 10: SCHOOL DETERMINED IMPROVEMENT TARGETS

### Achievement of Priorities identified in the school's 2017 Annual Report

Area	Improvement Targets	Achievements
Teaching and Learning	Introduction of a Digital Literacy program that encompasses coding, 3D printing, programming, website development and apps.	The continuation of our Scope It program throughout 2017 that has covered coding, electronics, website development, 3D printing and google apps.
	Inclusion of further programs to complement our Anti-Bullying program and further combat cyberbullying.	The anti-bullying program is a robust program and bullying workshops have been incorporated to assist in combatting bullying and cyberbullying.
	Extension of our Interfaith program to include representation of our Christian sector.	We have reached out and created a link with St Patricks in Cessnock. Further links in 2018 will create a stronger link.
Student Achievement	Continual student progression in writing, with a focus on imaginative as well as persuasive texts.	The students have continued to progress in writing. There has been a continuation of the writing program in terms of paragraphing and sentence structure.
	The development of digital literacy amongst our students K-6.	Digital literacy remains at the forefront and we have developed units of work that incorporate digital technology K-6.
	Goal setting in the Arabic department as a means of programming, evaluating and reporting.	The Arabic staff have been goal setting, term by term and year by year. The goals will be used to ensure content is taught and in 2018 used as an assessment tool to report back to parents.
Facilities and Resources	Continue upgrading computer hardware in the school to include the staff computers in the classroom.	The computers in the staffroom and in the teachers' classrooms have all been updated as part of our continual upgrade of infrastructure.
	The purchase of a second set of iPads for use within the school.	We haven't purchased a second set of iPads at this stage, but we did purchase a portable touch screen smartboard to use in the classrooms.
	Further seating in the playground.	Further seating in the playground has been bought with more silver seating / benches.
Extra-Curricular	Expansion of the 'Giving Back to the Community' program.	The give back to the community now raises money for AusRelief to provide basic water supplies, water wells and improved sanitation in the rural areas of Cambodia.

## 2018 Priority Areas for Improvement

Area	Priorities
Teaching and Learning	Introduction of a Digital Literacy program within the Science and Technology programs K-6.
	Professional Learning in the new Science and Technology syllabus and the revamp of scope and sequence charts
	The introduction of goal setting in the mainstream and Arabic, Quran and Islamic Studies as a means of programming, assessment, evaluation and reporting.
Student Achievement	Continual student progression in Arabic, Quran and Islamic Studies.
	The development of digital literacy amongst our students K-6.
Facilities and Resources	Continue upgrading computer hardware in the school to include the Smartboards in the classrooms.
	Upgrading the school's sound system including the microphones and hall speakers
Extra-Curricular	Continued expansion of the 'Giving Back to the Community' program.

## REPORT AREA 11: INITIATIVES PROMOTING RESPECT AND RESPONSIBILITY

The school wants all students to recognise that they are valued and are an integral part of the school community, with parents and staff providing the care and support that engender self-esteem, mutual respect and responsibility.

In 2017, the school continued to participate in the interfaith program through the 'Together for Humanity Foundation' with Mount Sinai College, Maroubra. The program fosters an opportunity for religious understanding by encouraging dialogue. The aim is to unpack prejudice by looking at commonalities between the two faiths that will ultimately break down barriers and stereotypes. The children engage in lots of dialogue, cook for the homeless at the Big Kitchen in Bondi, visit a synagogue and mosque and engage in sporting/swimming activities jointly.

Moreover, the children participated in various ANZAC Commemorative Ceremonies in 2017. The children had an in-house ANZAC service with veterans from Kingsgrove RSL. Select primary students attended a ceremony at Kingsgrove RSL and four of those students had official roles on the day. The children also participated in Harmony Day and Remembrance Day.

The children raised money throughout 2017 for numerous charities including:

- The Orphanage (Giving Back to the Community);
- AusRelief with the construction of water wells through their water and sanitation program in Cambodia (Giving Back to the Community);
- The Leukaemia Foundation (Crazy Hair Day);
- The Heart Foundation (Jump Rope for Heart);
- The Children's Medical Research Institute (Jeans for Genes);
- The Kids Cancer Project (Cupcakes for a Cure).

Finally, Arkana College has a values-based program for our students K-6 that address the core values we as Australians would be proud to reflect. Combined with the initiatives listed above, we prepare our students to become responsible and respectful members of our society.

## **REPORT AREA 12: PARENT, STUDENT AND TEACHER SATISFACTION**

The school encourages constructive criticism from staff, students and parents from formal and informal sources, including surveys, suggestion boxes, parent council forums, involvement in school activities, school functions, strategic planning and our open-door policy. The feedback is generally constructive, and the data gathered is considered further and recommendations deliberated on for implementation in 2018. Throughout the year, the school prides itself on its open-door policy and open communication amongst students, staff and parents.

### **Parent Satisfaction**

The school is very proud of its 'open door policy' with parent involvement welcomed and encouraged in all facets of schooling. Parents are encouraged to communicate with teachers directly and the Principal through school email, phone call and/or interview.

The Principal also meets with the Parent Council regularly and this is an important vehicle by which to gauge the level of parent satisfaction. The Parent Council meets regularly during school time and provides one of a number of avenues for parents to express their level of satisfaction or dissatisfaction. The level of parent involvement in the Parent Council is high and discussions throughout the year indicated that parent satisfaction is extremely positive. The Parent Council also have a suggestion box in the office for anyone wanting to make an anonymous suggestion. Those suggestions are read during any of the scheduled meetings and acted upon.

### **Student Satisfaction**

The School Principal has an 'open door policy' with its students. Students are free to approach the office whenever they feel the need to. The school also has an active Students' Representative Council (SRC) which organises various events. Discussions throughout the year and reports included in the 2017 school magazine indicated that student satisfaction is also very positive. The students are proud of their achievements and are very proud members of the school and the wider Australian community.

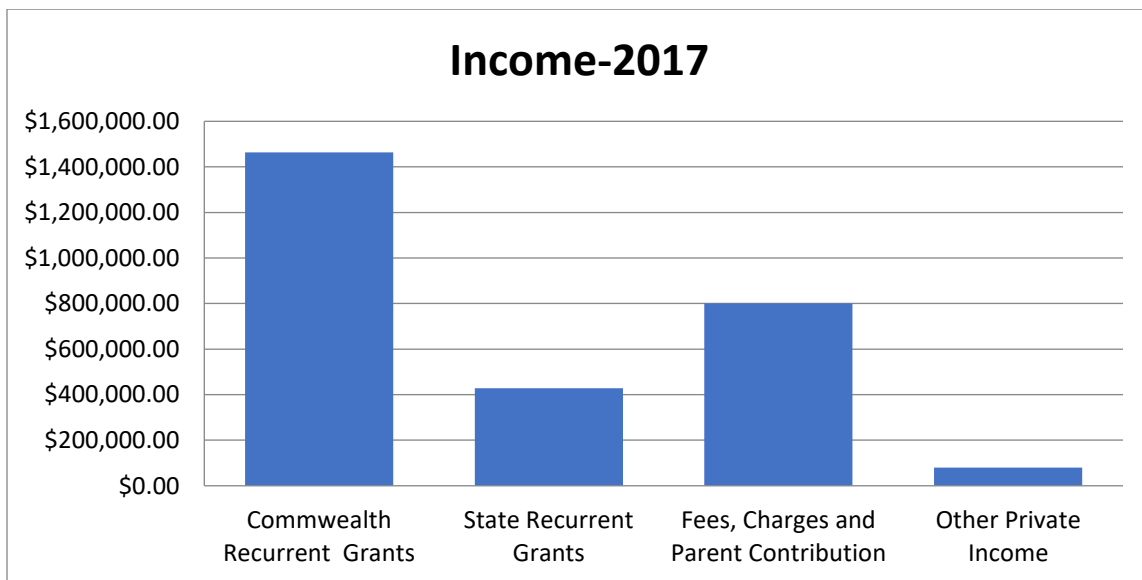
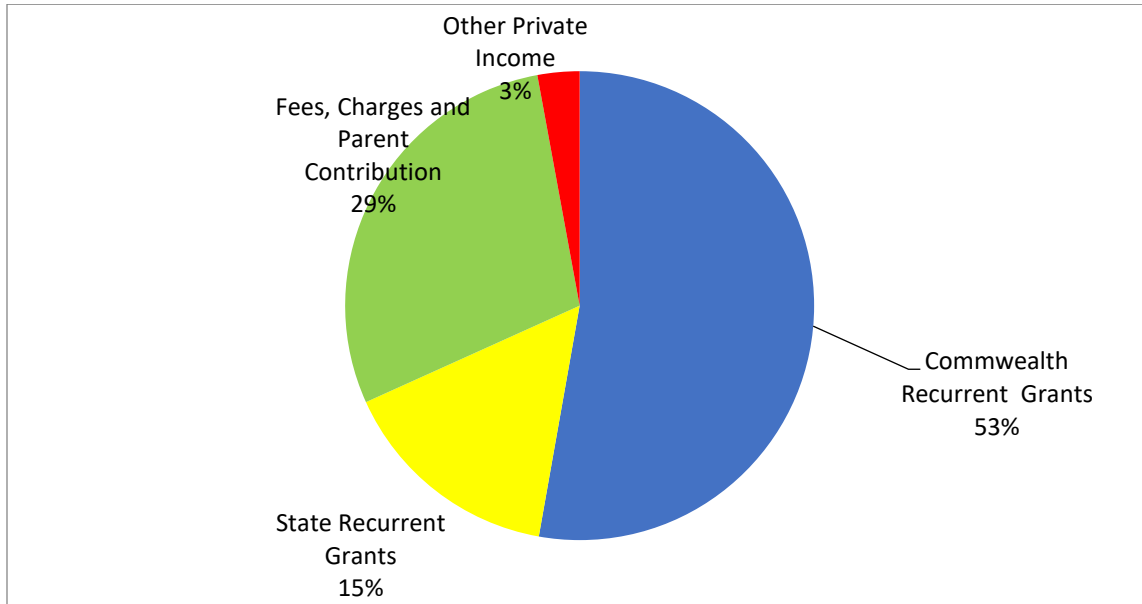
### **Staff Satisfaction**

Formal and informal feedback from teachers, discussions with coordinators and discussions with Board Members indicates during 2017 staff were generally very satisfied in all areas of our school, particularly in terms of relationships, staff morale/culture, school operations, work roles and work value/recognition. Staff usually meet once a week in formal meetings where they may express their thoughts/ideas/concerns. Staff are also welcome to email or see the Principal in person for any matters that are causing them concern.

**REPORT AREA 13: SUMMARY FINANCIAL INFORMATION**

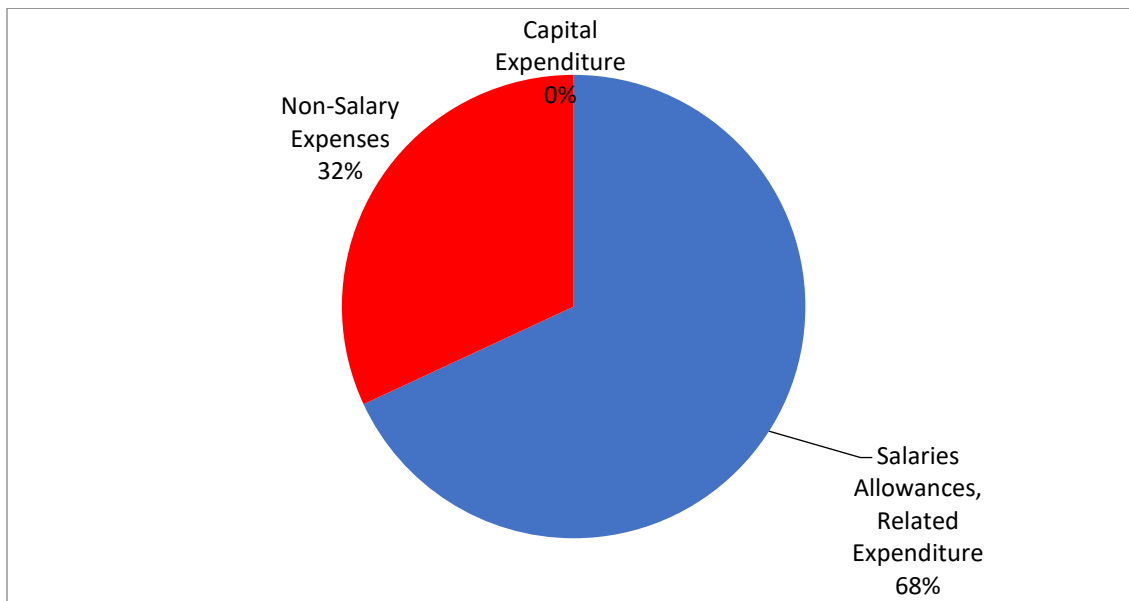
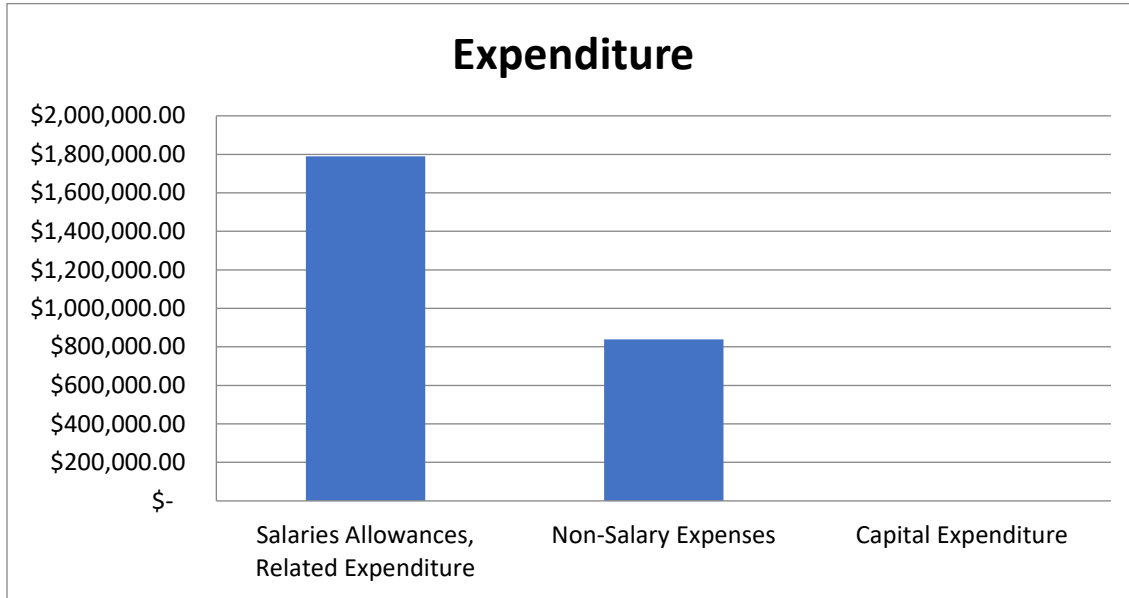
**Recurrent/Capital Income**

**INCOME - 2017**



**Recurrent/Capital Expenditure**

**EXPENDITURE - 2017**



2017 Annual Report completed by  
Mr Sam Halbouni  
**PRINCIPAL**  
**ARKANA COLLEGE**