



**Pacific Valley Christian
School**

Annual Report 2019

The 2019 Annual Report provides parents, staff, students, and the wider school community with information about various aspects of this school's distinctiveness, performance and development. It is prepared in accordance with The Education Amendment (Non- Government Schools Registration) Act 2004, and the School's Annual Reporting Policy. More specific information can be obtained by contacting the school directly.

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OUR SCHOOL COMMUNITY

Overview and General Information

In 2019, Pacific Valley Christian School (PVCS) has been blessed with another wonderful year for our flourishing school community.

Student enrolments were 335 from Kindergarten to Year 12. Our Transition to Kindergarten program had 10 new enrolments in this preparation year for formal schooling. We have also welcomed 15 new staff members into our community including a new Personal Assistant to the Principal, Sarah Robinson as well as 4 teachers' aides.

The school campus has continued to undergo development and improvement. This year two new demountable classrooms, with office space, were added to the upper secondary site. The B4 classroom was converted into the School's first allocated library space, preliminary work was also commenced on a future staff car park which will run parallel to Scullin Street and the new amphitheatre had shade sails erected over it.

The priorities for our students are the genuine development of Christian values and character underpinned by personal faith, as well as academic growth and success.

With an energetic leadership the School is continuing to respond to the needs of its students and the community by implementing innovative programs to support and extend the learning of all students. It does so with the full support and experience of the leadership and staff of Pacific Hills Christian School in Sydney.



From the Executive Principal

In 2019 the School Board was capably led by Mr Max Maddock with the Deputy Chairman, Mr Greg Mashiah. The School has been capably led by the Principal, Mr Scott Logan and Deputy Principal, Mrs Lee Hackfath. The School was also greatly blessed by the work of the Lead Principal, Dr Tina Lamont and her staff as they supported the School in its registration and accreditation procedures.

The School continues to grow in numbers of students and was blessed greatly by the current and incoming staff who have brought a strong spirit of fellowship and building of culture as a Christian School community. The School looks forward to further building projects and is prepared to establish in 2020 the first stage of Middle School for Grades 5 to 8.

The parent body of Pacific Valley Christian School continues to show great appreciation and support for the work of the school through their attendance at School events and their general expressions of thankfulness.

Dr E J Boyce
Executive Principal



From the Acting Principal

At Pacific Valley Christian School, 2019 will be remembered by the staff, students and the parent community as a year worth celebrating. Not only did the school celebrate 10 years of providing quality Christian education to the lower Clarence Valley, but we continued to celebrate and experience God's goodness to us as we taught, learnt and partnered together with Christ the centre, on this exciting journey of educating and influencing each precious life connected to our School.

Our main 10 Year Celebration event saw more than 600 people gather in the Senior School grounds to reflect, remember and rejoice at all that has taken place since the inception of the school in February 2009. Free food, coffee and loads of fun, with each grade presenting a message of joy and thankfulness to God for bringing us this far, culminated in the yearly tradition of sharing birthday cake and enjoying the starry evening together as a community. The community spirit and respect for the school was evident and celebrated well.

Another milestone that was celebrated by the staff and students was the finalising of the purchase of Edinburgh Drive, the road that cuts through the property from the roundabout at Scullin Street. In true community fashion, we held a street party and all the students from Transition to Year 12 enjoyed a variety of lunchtime activities, food and fun on the road and adjoining grass areas, which have been developed with new gardens. Handball and basketball, hopscotch and street art all added to the fun.

Our NAIDOC celebrations were a great success, with Pacific Coast Christian School supporting us, along with our own local Elders, so that our students could learn about, experience and understand a little more about the culture of our own Indigenous people. A great bond of collaboration was developed with our local Elders and planning for future celebrations has become a priority.

Of course, we have continued to celebrate with our students throughout the year as they competed or participated in a myriad of sporting, drama, cultural, service and musical events. Many students love the opportunities that these events bring, and staff always encourage the development of students' gifts and abilities in these areas as well as in academic success, for the purpose of growing their character so they can work towards achieving the potential that God has placed in them.

In 2019, Senior School students were able to apply for and hold leadership positions. This was also implemented in the Junior School for the first time. Students have welcomed this opportunity and see it as a way that our school continues to encourage students to explore their gifts and interests and to challenge themselves to try new things. The student leaders have been proactive in being role models for our student body in dress, attitude, service and support, and have benefited from the skills and mentoring of dedicated staff that have worked alongside them and encouraged them in developing their leadership skills.

Pacific Valley Christian School has always valued the partnership that exists between the parents and the School in the education of the students. This partnership took a journey throughout 2019 as the staff of Pacific Valley, along with staff from other schools in the Pacific Group of Schools, worked together with the parents to investigate, promote and plan for the launching of Middle School in 2020. With many information and Q&A sessions for staff, parents and students, along with planning, staff training and professional development, and some building relocations and renovations,

the reality of Middle School at Pacific Valley should come to fruition in 2020. And so the celebration of school growth and God's provision will continue.

The fantastic staff are to be celebrated, as they work tirelessly for the joy of those 'aha' moments with their students and intentionally speak words of life into their lives. Our staff are supported in their teaching by being given opportunities to attend professional learning from The Excellence Centre (a project of the Pacific Group of Schools), the AIS (Australian Independent Schools), and other educational providers, to keep up to date and relevant to the challenges of 21st century education. Each day the staff celebrate, through prayer and worship, the privilege of joining God in the work He is doing to develop and grow this School community.

Lee Hackfath
Acting Principal



Former Principal, Mr Logan with Primary School Captains

From the Board Chair

On behalf of the board of Pacific Valley Christian School it gives me much pleasure to thank fellow Board Members for their time and dedication given to the school over the last twelve months.

I would also like to thank our Principal Scott Logan for the great job he has done as the leader of the School. Many thanks also to the teachers, staff, parents and of course the students who together unite to make the school what it is today.

Many thanks also to the staff of Pacific Hills Christian School for the way they support the School. Our prayer is that Pacific Valley Christian School will continue to be a school of excellence and a continuing influence in the development of the district.

On behalf of the board,
Max Maddock
Chairman



Primary assembly area outside B3 (Lower Campus)

From the Parents

At Pacific Valley Christian School we are blessed with some of the best relationships that you could ask for in a school, from the teachers to the helpers to the front office.

Pacific Valley is truly a community that is open and approachable in all matters a parent could think of and no matter how big or little the issue, you will always be listened to. I believe this is one of their biggest strengths. As a parent this is a great relationship to have with a school as we are partnering with them to raise our amazing children.

Being a parent and having your children away for 7 hours a day, you need to feel comfortable and confident with the care and education they will be receiving. At Pacific Valley Christian School you can be comfortable that they are learning more than just school work. They are being taught about values, integrity, serving others, beliefs and purpose, all stemming from Biblical principles.



Shaded seating between B Block and Staff Car Park

OUR COMMUNITY SATISFACTION

Staff

Our dedicated staff members have a deep understanding of the privilege they have to use their gifts and expertise to serve our School community. As professionals who share a common passion for Christian education, our staff share a deep sense of purpose in playing a part in shaping the lives and characters of the students and pointing them towards the purpose that God has for each one of them.

The staff at Pacific Valley Christian School seek to work in partnership with families to provide a quality education for students and nurture their unique skills and abilities. They are engaged in a range of extra-curricular activities and are committed to supporting and building relationships with our local community members.

The staff see Pacific Valley Christian School as a living Christ-centred community where they are supported and cared for. Each staff member sees their role as working as part of the larger body of staff, who use their unique set of skills to ensure the School functions to meet the needs of our community. Our staff are thankful for the range of opportunities they have for professional development and are actively involved in creating a culture where they are engaged and challenged as professionals.

Our staff value the partnership we have with the other schools in the Pacific Group as they share ideas, resources and expertise across the schools.

Students

Our students enjoy that Pacific Valley Christian School is a place of positive interaction between staff and students of different ages. They have expressed that the School offers them a wide variety of learning experiences that cater for their different interests and abilities. The improvements to the school grounds and buildings have provided more opportunities and space to play and learn.

The diverse gifts and abilities of our students is celebrated, and our students feel that they are valued for their individuality and uniqueness. Through daily devotions and interactions, students are encouraged to demonstrate an attitude of understanding and respect towards others and celebrate the diversity that exists within our school community.

In 2019, Senior School students were given the opportunities to apply for and hold leadership positions. This was also implemented in the Junior School for the first time. Students have welcomed this opportunity and see it as a way that our school continues to look for more opportunities for students to explore their gifts and interests and to challenge themselves to try new things.

Parents

At Pacific Valley Christian School, we value the partnership that exists between the parents and the School in the education of our students. The School seeks to assist families in taking every opportunity to build strong relationships founded on Biblical principles of mutual care, integrity and responsibility. The parents have shared that the staff are excellent role models for their children who are easily accessible and are attentive their child's welfare. The School supports open consultation with parents and carers and provides a range of opportunities for parents to speak with staff regarding their child's education. We hold a range of information evenings throughout the year including parent teacher interviews. Parents have expressed that these evenings have been a helpful way to communicate with the School and the staff about their child's education.

Parent volunteers are an essential part of the School and enhance the educational experience for our students. Parent volunteers have helped with excursions, sporting carnivals and gala days, reading groups, special events and BBQ and fundraising days. The parents see the sense of community within the school as an integral and important part of Pacific Valley Christian School, evidenced by the 600 plus turn out to the 10 Year celebration evening of Pacific Valley Christian School. They see the School as a nurturing environment, where students feel a strong sense of belonging and whole school events like the annual birthday celebration encourages this. Many parents also value that the curriculum is taught through a Christian worldview and feel the school provides a sound educational foundation for their children and enhances their lives spiritually and emotionally.

OUR STAFF

General Comments

The staff of Pacific Valley exhibits typical diversity of age, gender and ethnicity. Teaching staff number 36. National backgrounds include Anglo, Afrikaans, and European.

Teaching Standards – Staff Qualifications and Professional Learning

All of the teaching staff have completed tertiary qualifications in Education and Specialists have had additional specific education in appropriate areas. This is category (i) in respect of the NSW Institute of Teachers classifications.

During 2019 a range of Professional Learning was approved and undertaken by teaching staff. This included individual and small group learning selected according to need and interest and the 12 days of corporate Professional Conference that is organised by the School. Priority and focus in professional learning was centered on “Hope Through Wellbeing”. This was the theme of the Pacific Group of schools for 2019, and there were many elements of Professional Development around this theme. “Visible Learning” was a key area specific to PVCS, we engaged in professional learning in this area in order to help students take more ownership and engage in their learning. Other areas covered were engaging staff in continuing their own learning in their teaching practice by engaging in more targeted professional readings and discussion.

Teacher Accreditation

All teachers at Pacific Valley Christian School have accreditation with NSW Educational Standards.

We currently employ teaching staff in a range of different teaching and non-teaching roles:

- 32 teachers are accredited at the level of Proficient Teacher
- 3 teachers are accredited at the level of Provisional Teacher
- 1 teacher is accredited at the level of Conditional Teacher

Teaching Standards – Staff Attendance and Retention

The staff consistently demonstrate a strong work ethic and high level of commitment to their responsibility as teachers for our School community. In 2019 the School enjoyed a staff attendance of 95% of all available teaching days. This includes absence for all approved leave including Sick, Bereavement and Leave Without Pay.

The School requires all staff to be in attendance between the hours of 8:00am through to 4:00pm during term time. In addition to award provisions, the School negotiates appropriate leave for further study, family care and other case-by-case matters.

With the growth of the School it is exciting to see an increase in staffing requirements. For 2019 the retention of staff was 89.7%.

OUR STUDENTS

Enrolments Profiles

Pacific Valley Christian School had a total of 335 students enrolled at the 2019 mid-year Government census, comprising 171 female students and 164 male students. An extended text version of the Enrolment Policy features in the section of this report sub-titled “Our Policies”.

Ongoing enrolment is conditional, at the Principal's discretion, on satisfactory attendance and course completion, adherence with School policies relating to Behaviour and Discipline, and maintenance of currency in regard to payment of tuition fees.

Student Attendance

The School adopts an attitude of close liaison with families in managing student attendance. Absences are noted and followed up both by phone and by written correspondence. Long term unexplained absences are processed under the Schools Attendance and Course Completion policy (available in full from the School) which requires, at the Principals discretion, chronic non-attendance to result in the de-enrolment of the student and referral to the DET Home-School Liaison Officer for the area.

2019 Attendance

Year	No. of Students at census date	Total %
Kinder	19	90.2%
1	17	92.1%
2	23	94.3%
3	21	91.4%
4	17	90.0%
5	24	92.8%
6	40	91.1%
7	35	92.0%
8	38	91.2%
9	31	89.2%
10	36	88.1%
11	21	93.4%
12	13	91.1%
Overall	335	91.3%

Retention Rates

Retention rates for 2019 are reported according to the number of students moving from Year 6 to Year 7, as well as those moving from Year 10 in 2017 to the completion of Year 12 in 2019 at Pacific Valley Christian School.

Year 7, 2019

21 students completed Year 6 at PVCS in 2018.

31 students commenced Year 7 in 2019, including 11 new students. This produces an actual retention rate of 95%

Year 12, 2019

18 students completed Year 10 at PVCS in 2017. 12 students completed Year 12 at PVCS in 2019. 11 of these students were in the 2017 Year 10 cohort, giving an actual retention rate of 61%.

1 of the 12 students, 8%, who completed Year 12 in 2019 had been enrolled in PVCS since Kindergarten.



Secondary students walking from H Block (Upper Campus) to new Science Block

OUR ACHIEVEMENTS

Student Performance in Standardised Literacy and Numeracy Testing

NAPLAN TESTING

Each year, as our students approach the mandatory national assessment tasks, they are encouraged to focus on completing them to the best of their ability and then to view the results as giving them a snapshot into their learning journey. In the results from 2019, our students have demonstrated a pleasing performance in their completion of the tests as shown in the following tables.

Achievement Range:

Year	Band Achieving Range	Minimum Achievement Standard
3	Band 1-6	Band 1
5	Band 3-8	Below Band 3
7	Band 4-9	Below Band 4
9	Band 5-10	Below Band 5

Year 3 - Percentage of students in top 2 bands

Test Domain	%PVCS	% State
Reading	35.0	47.2
Writing	36.8	58.0
Spelling	30.0	48.0
Grammar and Punctuation	45.0	49.6
Numeracy	25.0	38.8

Year 5- Percentage of students in top 2 bands

Test Domain	%PVCS	% State
Reading	39.1	40.1
Writing	0.00	19.5
Spelling	21.7	40.2
Grammar and Punctuation	34.7	40.7
Numeracy	34.7	32.3

Year 7- Percentage of students in top 2 bands

Test Domain	%PVCS	% State
Reading	23.3	32.1
Writing	0.0	19.1
Spelling	18.2	35.2
Grammar and Punctuation	6.0	32.6
Numeracy	9.1	37.7

Year 9 - Percentage of students in top 2 bands

Test Domain	%PVCS	% State
Reading	0.0	25.4
Writing	0.0	13.8
Spelling	4.3	25.7
Grammar and Punctuation	8.7	22.1
Numeracy	17.4	28.7

2019 Record of School Achievement (RoSA)

Schools in NSW provide individual assessments for each student enrolled at the conclusion of Year 10. This information is retained by the NSW Educational Standards Authority (NESA) and is issued to students when they leave the secondary schooling system. At this point students will be eligible to apply for a Record of School Achievement In 2019.

In Year 10, the RoSA grades are allocated by the School using school-based assessments and aligning student performance with the Course Performance Descriptors. The school based assessment schedules are issued to students in a Stage 5 Assessment Handbook. Out of a cohort of 37 PVCS Year 10 students, 36 were eligible to receive a Record of School Achievement in 2019.

On the completion of the Year 11 Course, students are given a Preliminary Course Grade. The grades allocated will be in line with the Preliminary Common Grade Scale and based on student performance in their School Assessment Program. The school based assessment schedules are made available to students in the Stage 6 Assessment Handbook. Students who leave at the end of the Year 11 Course are entitled to apply for a Preliminary RoSA.

From 2020, students will have to complete online Minimum Literacy and Numeracy tests in order to qualify for a Higher School Certificate. Students are provided support in meeting these requirements within school curriculum and in targeted preparation classes for those students who need to re sit particular tests. They are given opportunities to meet these standards in Years 10, 11 and 12.

2019 Higher School Certificate

2019 represents the 5th year that Higher School Certificate subjects have been offered at Pacific Valley Christian School. There were 34 students who completed HSC examination courses in 2019. Of those, 12 were Year 12 students and 22 were Year 11 students.

Table 1. Higher School Certificate – Course Band Achievement Trends Since 2015

Year	2 Unit Subjects	Band 1 (0-49%)	Band 2 (50-59%)	Band 3 (60-69%)	Band 4 (70-79%)	Band 5 (80-88%)	Band 6 (90-100%)	TOT Bands	BAND MEAN
2019	13	7	21	17	30	5	1	81	3.09
2018	11	3	13	33	17	2	0	68	3.02
2017	11	2	7	12	17	6	0	44	3.40
2016	10	7	14	18	15	1	0	55	2.80
2015	5	1	0	6	4	4	1	16	3.81

- In 2019 81 HSC courses were completed from a total of 13 subjects. This represents the largest number of HSC subjects offered to PVCS Stage 6 students to date.
- In 2019 44% of PVCS Stage 6 courses completed were awarded a Band 4 or above.
- In 2019 the overall Mean Band Score was 3.09 (per HSC course completed) as compared to the 2018 result which was 3.02.
- A Mean Band Score of 3.09 represents the third highest score since the beginning of the HSC at PVCS in 2015.
- The second Band 6 achieved at PVCS was recorded in 2019, in the Music 1 class.
- The PVCS Course Mean was below the State Course Mean in 2019, for all courses.
- The least variation (between PVCS Course Mean and State Course Mean) was in Mathematics Standard 1, Music 1 and Community & Family Studies.
- 1 Extension subject was completed in 2019, that being History Extension. An E2 grade was achieved by the student undertaking this subject. 2019 was the first time History Extension was offered.
- Please note: The Stage 6 Compressed Model of delivery means that Year 11 students will complete 2 (usually) HSC subjects while in Year 11. This may impact the HSC results achieved in those subjects.

Table 2. 2019 PVCS HSC Course Band Table

Course	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	TOT Students
Chemistry		2					2
CAFS			2	3			5
Design & Technology		4	4	4			12
Drama			1	3			4
English Advanced			1	2			3
English Standard	2	3	3	2			10
Legal Studies	2	2		3			7
Mathematics		1	1				2
Maths Standard 1 Ext.		1		1	1		3
Maths Standard 2		1		1			2
Modern History	3	4	2	3			12
Music 1				6	4	1	11
Textiles & Design		3	3	2			8
Band Total	7	21	17	30	5	1	

Senior Secondary Outcomes

- Number of students attaining Higher School Certificate: 12

Post Higher School Certificate Occupations

- | | |
|-------------------------------|---|
| 1. Work | 6 |
| 2. Looking for Work | 2 |
| 3. Deferred Uni.- Working | 1 |
| 4. Tertiary – Uni. | 1 |
| 5. Tertiary - TAFE | - |
| 6. Tertiary - Other | - |
| 7. Gap Year - Working | 2 |
| 8. Traineeship/Apprenticeship | - |

Achievements in Other Activities

Students at Pacific Valley are encouraged to give their best in all endeavours. We are thrilled that as the School continues to grow, as does the recognition of the talents and abilities that our students have been blessed with.

Local Area Events

Pacific Valley students were once again participated in the local Maclean ANZAC day march and service. We were involved with our local community in remembering those who served and continue to serve their country in the Defence Forces.

Our Shine Music group had a chance to perform for members of the community at the Yamba Gourmet Street Food Truck Festival at the Yamba Golf Course. This event featured a number of local musicians and was a wonderful opportunity for our students to perform on stage in front of an audience.

Sporting Achievements

In 2019, Pacific Valley Christian School participated in a wide variety of sporting activities and enjoyed a high rate of participation amongst our students. We once again ran carnivals for swimming, cross country and athletics that involved students from Kindergarten to Year 12. We were excited to continue developing the competition between School Clans by incorporating the celebration in all of our school carnivals. The Esk River Eagles took the title of overall champions for 2019 by winning at all three events.

Pacific Valley Christian School once again hosted the Christian School Sports Association (CSSA) North Coast Zone Secondary Swimming Carnival. This allowed many of our students the opportunity to compete at this level and also for the school to contribute to the zone. The day ran smoothly with great participation from our students and the other schools.

Senior School students, Toby Campbell, Pierre Fourie, Charlotte Fieldhouse and Louie Ford all qualified for the CSSA State Swimming Championships at the Sydney International Aquatic Centre. Toby was also awarded Age Champion for the fifteen boys after coming first in all six of his events.

A small squad of Junior School students attended the CSSA North Coast Zone Primary Swimming Carnival, hosted by NVCCS at the Macksville Aquatic Centre. Matilda McMahon-Willott, Patrick McMahon-Willott and Christen Fourie qualified and competed at the CSSA State Primary Swimming Championships where Matilda achieved a fourth place in two of her events; the nine-year girls 50m freestyle and the nine-year girls 50m breaststroke.

A squad of twenty-five students from PVCS attended the CSSA State Cross Country at the Sydney Equestrian Centre. All of our students ran very well and demonstrated excellent sportsmanship. Bryson Dransfield finished fifteenth only just missing out on qualifying for the Combined Independent Schools Cross Country.

We sent a very large squad of students to attend the CSSA North Coast Zone Athletics Carnival hosted by CHCCS at the Coffs Harbour International Stadium. Many of our students qualified to attend the CSSA State Carnival. Five of our students were able to attend including Jyi Buckley-Schmid, Isaac Fischer and Lilyana Blair. Tiffany Brien and Thomas Epis placed third in their respective events qualifying for the CIS State Athletics Carnival where Tiffany placed seventh.

We continued to have teams and individuals represent the school across a range of sports including soccer, touch football, triathlon, tennis, basketball, rugby league and netball. It was great to see our students enjoying and competing well in such a diverse range of activities.

Noteworthy achievements include Alia Foster, Kiara Foster, Isabelle Dransfield and Isaac Fischer all qualifying individually to represent our CSSA North Coast Zone at the CSSA State Touch Football Tournament in Port Macquarie.

OUR POLICIES

Enrolment Policy

Vision Statement

The purpose of Pacific Valley Christian School is to provide a Christian educational community as a centre of teaching, learning and serving excellence, founded on Biblically based beliefs, values and behaviour.

Rationale

This policy provides guidelines for enrolment. It seeks to acknowledge and continue the vision of those who founded the School as a Christian educational community - a centre of teaching and learning excellence founded on biblically-based beliefs, values and behaviour - able to support the learning needs of students who are enrolled.

Our Policy

Pacific Valley Christian School seeks to enrol students whose families seek a Christian Education for their children and who support the ethos of the School as encapsulated in the School vision and Mission Statements.

Principles

God has created all people in His image and has made it possible for them to be in relationship with Him through the death and resurrection of His Son, Jesus Christ. Therefore, the School will give equal consideration to each applicant. The Principal carries final responsibility for decisions regarding enrolment positions.

Definitions

Throughout this policy, unless the context requires otherwise:

parents includes guardians or any other person who has applied to have a student entered on the waiting list or enrolled at the School and, where the student has only one parent, means that parent.

disability, in relation to a student includes a wide range of impairments including physical, intellectual, psychiatric, sensory, neurological and learning disabilities.

Source of Obligation

The NSW Registration Manual (3.8) requires the Principal of the School to keep a register, in a form approved by the Minister, of the enrolments of all children at the School. The NSW Registration Manual (3.6.2) requires the School to provide a safe and supportive environment by maintaining a student enrolment register.

Student Enrolments

Pacific Valley Christian School keeps a register of enrolments of all children at the School in Edumate.

Information for Register of Enrolments

The register of enrolments records the following information for each student:

- name,
- age and address,
- name and contact telephone number of parents/guardians
- date of enrolment
- date of leaving the School and the student's destination, where appropriate

For children older than six years of age, previous school or pre-enrolment situation where the destination of a student under seventeen years of age is unknown, evidence that the NSW Department of Education has been notified of:

- the student's full name
- the student's date of birth
- the student's last known address
- the student's last date of attendance
- parents'/guardians' names and contact details
- an indication of possible destination
- any other information that may assist officers to locate the student
- any known work health and safety risks associated with contacting the parents/guardians or student.

Records of the Register of Enrolments Requirements for Entry

The register is retained for a period of seven years after the last entry is made, and copies of information in the register are stored off-site at regular intervals.

It is a requirement of entering the School that all students undertake an academic assessment and all families be interviewed

As part of the assessment and interview process the school may ask the parents to provide more information about the student. Where a student has a declared education support need or a disability or other information has come to light indicating a possible need for education support services, the School will make an initial assessment of the student's needs. In addition, the Principal may:

require the parents to provide medical, psychological or other reports from specialists outside the School; obtain an independent assessment of the student. Any assessments or reports required from non-school personnel will be at the parents' expense.

In considering all prospective enrolments, the School may ask parents to authorise the Principal or delegate to contact:

the Principal of the student's previous school to confirm information pertaining to the student; any medical or other personnel considered significant for providing information pertaining to the needs of the student

Enquiries

All enquiries are recorded. The Registrar will also forward relevant information to the student's parents or carers. This includes:

Prospectus Information letter directing them to the school website for further information
Enrolment Application form Overseas Student Enrolment Information booklet (if applicable)

Applications

Upon receipt of applications the Registrar will:
Check all relevant documentation is completed
Check current class vacancies
Place student's name on waitlist

Assessment Interview Organisation

Should a vacancy exist or be pending;
The Registrar will :

Organise a suitable time for the student and their family to attend interviews with the Registrar, the Principal or delegates

The student to attend an educational assessment with the relevant staff

The Principal may exercise full discretion in varying the procedures relating to the interview process.

Interview Process

Registrar

The Registrar will conduct an initial interview to gather relevant family information and details as per the Enrolment Form and to outline the assessment and interview process. Under normal circumstances the subsequent interview will be with the Principal.

The Registrar will also accompany any prospective enrolments and families for a tour of the School prior to an interview with the Principal.

Principal

The Principal will conduct an interview which explores the issues of Faith with the family and explains the distinctives of the school, including:

Christian education in all Key Learning Areas, policies and procedures.

Entirely staffed by Christians.

Trans denominational nature.

Faith, Critical Awareness and Character Development as primary goals.

Service and Mission.

Partnership with Parents.

Inclusion of students with Special Needs.

Vision and proposed Future Development.

Other ministries of Pacific Valley Christian School.

School Leadership Team

A member of the School Leadership Team will meet with parents and discuss the student/s application/s as per the Enrolment Form. The following is to be completed and/or discussed in the interview:

Student's academic, social, emotional, physical needs. The outworking of the School's Christian ethos through staffing, daily devotions, Biblical studies, Pastoral Care system, etc. Student Discipline Policy and Procedures. School's academic curriculum, cultural, sporting, competitions, missions, co-curriculum activities, etc. Explain the practical implications on the School-Parent partnership. Seek to establish that the expectations and commitments of the parents are consistent

with the vision, values, goals, policies and resources of the School. Clearly state what support the school offers in regard to students with special needs.

Parents with children with learning/physical disabilities, Gifted and Talented may also meet with relevant staff to discuss the available program.

Enrolment Offer

At the satisfactory conclusion of the assessment/interview process, the School may make an offer to the parents to enrol the student. The Principal authorises enrolment of all students into the school after considering recommendations by the Head of School and consideration of available resources.

Notes regarding Offers of Enrolment

Where information obtained by the School suggests a profile of wilful misconduct, illegal activities or strong anti-social behaviours that indicate that the student's enrolment at the School is likely to be detrimental to other students, the staff or the School, notwithstanding that the student be the sibling of a current student, the Principal may decline to proceed any further with the enrolment process. Where information obtained by the School indicates that the student has a disability, the Principal will ensure that the school complies with the requirements of the Disability Standards in Education 2005

The Principal seek to identify the exact nature of the student's needs and the strategies required to address them. Having obtained this information, the Principal will determine whether the student, if enrolled, would require services or facilities that are not required by students who do not have the student's disability. Where the Principal determines that the student would require such services or facilities, the Principal will determine whether enrolling the student would impose unjustifiable hardship on the School. In making this assessment, the Principal will take into account all relevant circumstances of the case, including:

the nature of the benefit or detriment likely to accrue or be suffered by any persons concerned (including other students, staff, the School, the student, the family of the student, and the School community); and the effect of the disability of the student; and the school's financial circumstances and the estimated amount of expenditure required to be made by the school.

Where the Principal determines that the enrolment of the student would cause unjustifiable hardship, the Principal may decline the offer of a position or defer the offer as per Disability Standards for Education 2005.

The School reserves the right not to offer any student a place at the School or to defer the offer of a place to any student in its discretion but particularly when the parents, having been aware of their student's specific educational needs, decline to declare those needs or to withhold relevant information pertaining to their student.

Where the parents have not declared or have withheld known information pertaining to their student's needs, the School reserves the right to terminate an enrolment where there are not sufficient resources to deal with a student's needs.

Acceptance of Enrolment

To accept the offer, the parents must within fourteen days of receiving it, deliver to the School the:

Acceptance of Offer of Enrolment Form, signed by both parents/guardian; Organise and meet with the Bursar to discuss finances and method of payment

Failure to reply within the required time may result in the position being re-offered where other students are waiting for entry to the School.

The School may grant a deferment for compassionate and compelling circumstances following receipt of a written request by the parent or guardian.

Conditions of Ongoing Enrolment

Removal from class

The School may remove a student from class studies on the grounds of misbehaviour by the student. Removal will occur as the result of any behaviour identified in the [Student Discipline Policy](#) and the [Student Code of Conduct](#) including but not limited to repeated or aggressive defiance of teacher's instructions; behaviour that puts the safety of other students at risk; ongoing disruption of learning.

Removed students must abide by the conditions of their removal from studies which will depend on the welfare and accommodation arrangements in place for each student and which will be determined by the Head of School or Year Advisor. Where the student is provided with homework or other studies for the period of the removal, the student must continue to meet the academic requirements of the course. Removals from class will be recorded in Edumate by the classroom teacher, however the student will be removed from the class by a member of the School Leadership Team. Periods of 'removal from class' will not be included in attendance calculations

School initiated Suspension of Studies

The school may initiate a suspension of studies for a student on the grounds of misbehaviour by the student. Decisions will be made in line with the [Student Discipline Policy](#)

Suspended students must abide by the conditions of their suspension from studies which will depend on the welfare and accommodation arrangements in place for each student and which will be determined by the Head of School or Assistant Principal in collaboration with the Principal. Suspensions will be recorded on the student's contact record in Edumate. Students will not return from suspension until after a satisfactory interview between the Parents and the Head of School or the Assistant Principal or Principal.

Student Initiated Suspension of Studies

Student may request to suspend their studies subject to the school approving a written request outlining the basis of application. The School may approve the request based on compassionate or compelling circumstances.

Cancellation of Enrolment

The School may assert its right to cancel the enrolment of a student under the following conditions:

- i) Failure to pay course fees or to settle outstanding financial accounts;
- ii) Repeated failure to respond appropriately to the authority of the School including in respect to course progress, compliance with school requirements relating to uniform and equipment and demonstrating acceptable behaviour.
- iii) Any behaviour that puts the safety of other students significantly at risk that significantly undermines the reputation and good standing of the school or that is identified as being unlawful.
- iv) where a parent continues to act in a manner that is contrary to the School values. Examples may include:
 - inappropriate verbal or physical interactions or intimidation with any member of our School community (including students, staff, parents, volunteers etc)
 - encouraging their child to act contrary to the values of the School
 - endangering the safety and wellbeing of members of the community

Expulsion

The School may assert its right to expel a student for:

Repeated failure to respond appropriately to the authority of the School including in respect to course progress, compliance with school requirements relating to uniform and equipment, and demonstrating acceptable behaviour.

Any behaviour that puts the safety of other students significantly at risk that significantly undermines the reputation and good standing of the school or that is identified as being unlawful.

Conclusion of Enrolment Follow Up Procedures

Exclusion

Pacific Valley Christian School does not act to exclude students.

Where the whereabouts of a child/ young person of mandatory school ages are unknown or the enrolment destination is unknown, the Principal must use the form *Student Enrolment*

Destination Unknown

Destination Unknown Notification to notify the Department of Education. The Department will act on behalf of the minister through a Home School Liaison Officer (HSLO) who will attempt to locate the student and take appropriate action to ensure school attendance.

The following procedures will be followed in relation to following up of students where the destination school is unknown:

The Registrar on being informed of a student leaving will ring the parent and request information in relation to the new school into which the student is being enrolled. A follow up email will be sent if contact is not initially made. The Principal will be notified by email from the Registrar of the student/s who are leaving the school and into which school they are to be enrolled. Where the student destination is unknown and there are concerns for their safety, welfare or wellbeing the Principal or delegate will notify the HSLO and other government departments e.g. FACS or Police within 24 hours. Where there is no indication of immediate risk identified, the Registrar will make two further attempts by phone and email to ascertain the destination school for the student. After 3 weeks if the Destination of the student remains unknown the Registrar will contact the Principal, and the Principal or delegate will make a notification to the HSLO and complete the Student Enrolment Destination Unknown Notification. The Enrolment Register can be listed as Destination Unknown once the notification has been made.

Summary of Key Policies

Student Welfare and Pastoral Care is infused in all teacher-student interactions and informs development of all policies and procedures. It continues to be a strength of Pacific Valley and is a feature of the community.

While full text versions of our policies can be obtained from the school and through the website this extract conveys the essence of our commitment to caring for, and the discipline of, students of Pacific Valley.

Safe Schools Policy Statement:

Rationale

Pacific Valley Christian School believe that all persons are made in the image of God and thus worthy of respect at all times. We are committed to the education of the whole person in a Christian context and seek to nurture our students in the spiritual, intellectual, social/emotional and physical dimensions (refer Luke 2:52). Furthermore, we believe that each person is commanded to love each other as we love ourselves. Fundamental to an education of this nature will be high expectations, strong instruction, and direct meaningful consequences for non-compliance across a range of issues that demonstrate or impact on care for oneself and for others.

The Australian Government has also mandated that all Australian Educational Institutions are to take measures to ensure that schools are safe and supportive environments (National Safe Schools Framework 2003). This policy supports that mandate for schools to develop and implement policies and procedures to particularly address the issues of harassment and discrimination, violence and aggression, bullying, and child protection.

Policy

Pacific Valley Christian School seeks to be a community that protects and promotes the safety and wellbeing of all of its members.

Component Policies:

- a) Safe Schools: Anti- Harassment and Discrimination
- b) Safe Schools: Anti-Violence and Aggression
- c) Safe Schools: Anti- Bullying
- d) Safe Schools: Anti-Drugs

Related Policies

This policy should be interpreted in relation to the full complement of Pacific Valley Christian School policies. Particular attention should be given to the following:

- Child Protection
- Behaviour and Discipline
- Duty of Care
- Work Health and Safety

Safe Schools: Anti Bullying Policy Statement:

Rationale

We recognise that there will be incidences of bullying in our school community at various times and in varying degrees. The depravity of the human condition resulting from the Fall means that all individuals are capable of sinful actions that harm or exclude others or that manipulate relationships for selfish ends.

The Pacific Valley community of students, parents and staff should work together to both prevent bullying and deal effectively with those incidents of bullying that may occur.

Policy

Pacific Valley will implement intervention strategies and programs of instruction to minimise bullying at all levels of our community, with the aim of having no bullying behaviour.

Behaviour and Discipline Policy Statement:

Rationale

All communities require standards of personal and interpersonal behaviour to be clearly stated, understood, and adhered to in order to preserve relationships and allow effective growth and development of the individuals. Personal decisions about behaviour necessarily bring consequences. Good decisions should lead to positive consequences while poor decisions should bring negative consequences.

With the purpose of strengthening the community, the Behaviour and Discipline Policy will clarify our common vision in Christ, will strengthen and test the givens (ground rules, or policies) for how we should live together, will consider the needs of each individual in our community, and will build or restore relationships to bring new levels of commitment. The result of implementing this policy should be the disciplining of young people to behave in ways that are Christ-like to others and themselves, that show maturity in their response to authority and in their respect within relationships, and that show commitment to the welfare of the community

Policy

At Pacific Valley Christian School, discipline is an integral part of pastoral care used to disciple students in Christian beliefs, values and behaviour.

Related Policies

This policy should be interpreted in relation to the full complement of Pacific Hills Christian Education policies. Particular attention should be given to the following:

- Safe Schools (Anti-Harassment & Discrimination; Anti-Violence; Anti-drugs; Anti-Bullying)
- Child Protection
- Duty of Care
- Student Code of Conduct

Student Code of Conduct Policy Statement:

Rationale

All communities require standards of personal and interpersonal behaviour to be clearly stated, understood, and adhered to in order to preserve relationships and allow effective growth and development of the individuals. Personal decisions about behaviour necessarily bring consequences. Good decisions should lead to positive consequences while poor decisions should bring negative consequences.

With the purpose of strengthening the community, the Student Code of Conduct policy will clarify our common vision in Christ for how we should live together. It will consider the needs of each individual in our community.

The result of implementing this policy should be the disciplining of young people to behave in ways that are Christ-like to others and themselves, that show maturity in their response to authority and in their respect within relationships, and that show commitment to the welfare of the community.

Policy

Self-monitoring of behaviour is an integral part of a safe learning community. It is therefore essential that students are clearly informed about the behavioural expectations of the school community. The student code of conduct clearly communicates the normal and positive dynamics of relationships within a Christ centred community.

Related Policies

This policy should be interpreted in relation to the full complement of Pacific Hills Christian Education policies. Particular attention should be given to the following:

- Behaviour and Discipline
- Pastoral Care
- Safe Schools (Anti-Harassment & Discrimination; Anti-Violence; Anti-drugs; Anti-Bullying)
- Child Protection

Grievance (Parents and Students) Policy Statement:

Rationale

The purpose of Pacific Hills Christian School's Grievance (Students and Parents) Policy is to provide a student or parent(s)/legal guardian with the opportunity to access procedures to facilitate the resolution of a complaint or grievance. These internal procedures are a conciliatory and non-legal process. The policy is intended to reflect the desire of the School to function as a Christian community.

Policy

Pacific Hills Christian School recognises that it is good and fitting that members of communities have opportunity to express disappointment or disapproval and seeks to engage with such situations with the intent of clearly reaching mutual understanding amongst the parties involved.

PROGRAMS PROMOTING RESPECT AND RESPONSIBILITY

As a Christian community we strive to demonstrate practical care and compassion to others, both those who form part of the community and those beyond. This care extends to students, parents, staff, the local community and to other communities. As with all fundraising, service and mission events the students learn about and practise serving others as a means of promoting growth in their character development in relation to respect and responsibility, perseverance and connection.

Mission and Service

At the heart of our School culture is the desire for our community to highly value and be committed to serving, both locally and globally. A number of opportunities were provided for students to serve within the School context.

Mission is a key feature of the School's commitment to the service of others. During 2019, students were involved in a range of fundraising initiatives to support a range of organisations and causes including Beanies for Brain Cancer, World Vision Water for Life, The Heart Foundation, Compassion and the Westpac Rescue Helicopter Service. Our School student leaders were instrumental in supporting and at times, running some of these campaigns.

Pacific Valley has continued to be generous towards the support of our school sponsor child through the Compassion organisation. We were excited to hear that our sponsor child Holmes has graduated from school and the sponsorship program and is hoping to study to become a surgeon. We look forward to supporting a new child next year.

Our students enjoyed spending time with the residents of the local retirement village, and we were able to extend this to include an aged care facility in Yamba as well. The monthly visits involved singing, organising craft and colouring activities, reading and building relationships with staff and residents. The students love these visit as much as the residents.

We were also excited to build community by connecting with ladies from the CWA (Country Women's Association) who came once a week to run a sewing group for Junior School students. The ladies taught basic embroidery stitches and the students were able to submit their work in the local Maclean Show. Other students joined a project team which researched Papua New Guinea then presented their findings to the local CWA group in the form of posters and power points presentations. A mutual appreciation and respect was developed, and the students loved being fed the famous CWA scones on their visit.

Our annual Hillsong adventure happened again in 2019. A team of 36 Senior School music students attended the youth activities and sessions at the Hillsong conference held in Sydney. This was an opportunity for the students to meet and be encouraged by other Christians. The students also served a local church through music by leading worship at the Sunday morning gathering. It was a wonderful time for our students to be built up, encouraged and taught from God's word as well as a time for them to use their gifts to serve others.

Our Music team, Shine, also engaged in local service when they performed at the Yamba Food Truck Festival, at local churches and at school-based events throughout the year as well. These opportunities grow and develop not only musical skill and gifts, but the enduring qualities of responsibility, respect, connection, perseverance and service.

Our School participated enthusiastically in Operation Christmas Child again in 2019. Students filled shoeboxes with gifts for children in communities in need all around the world who would usually not receive a gift at Christmas. This campaign teaches students to give cheerfully and generously, as well as consider how blessed they are to live in such a wonderful country as Australia.



Other Programs & Events

It was fantastic for Pacific Valley Christian School to be able to celebrate a few milestones in 2019. Firstly, the school successfully purchased the road that cuts through the property so a whole school street party was had with students enjoying a sausage sizzle, icy poles and play on the road. It was a great opportunity to create and build community, respect and responsibility amongst our students, as they mingled together, and student leaders help prepare and provide the variety of foods and activities.

Secondly, the School celebrated ten years of operation in 2019. A milestone like this does not go unnoticed, so the entire School community, including staff, students, parents, carers, grandparents, board members and anyone connected to the School, were invited to an evening of entertainment, fun and food. Students performed items and presented work, as well as joining in the jumping castle, face painting, and other activities available to build community. With over 600 attending, the community spirit and appreciation and respect for the school was evident and celebrated well.

Students were also involved in anti-bullying programs which included the Brainstorm company performing dramas that develop and promote resilience, respect and safe use of technology. Our local Police Liaison Officer, Constable Snow, also presented thought provoking sessions on respect and cyber safety to our senior students.

Our Indigenous students were also involved in a mentoring program, AIME (Australian Indigenous Mentoring Experience) throughout the year, with some sessions for senior students held at Southern Cross University, as well as events at PVCS. The students enjoyed the program and have been more involved in promoting leadership, respect and responsibility in general school functions as a result of their mentoring.

Growing in popularity amongst our student body has been the addition of a Breakfast Club. Volunteers from the local community as well as parents, carers, staff and student leaders have been rostered to prepare and serve breakfast 3 days a week to those needing a nutritional boost to their morning. This program not only helps to feed our students well, but it provides opportunities for character building, especially, acceptance, respect and responsibility.



OUR GOALS

Review of 2019 Improvement Targets

Following our 2018 Annual Report the following were identified as goals for 2019. Provided below is a response to the School's achievement in response to each of these goals.

- **Strategic Objective 1:** Continue to develop teaching as a relational activity informed by research data, theory and the Bible
- **Strategic Objective 2:** Continue to develop learning as a life-long process informed by research data, personal testimonies, varied communications and the Bible
- **Strategic Objective 3:** Continue to develop serving as an expression of the gifts given by God to bless our community (locally, nationally and globally) through Mission
- **Strategic Objective 4:** Continue to develop the Christian character of each member of the community as an act that glorifies God



Primary and Secondary Students

2020 Improvement Targets

The following have been identified as meaningful targets for Pacific Valley Christian School as we continue to seek to bring glory to God through the operation of the School. These objectives form the foundation of the School's Annual Action Plan for 2020. The outworking of each objective is done through a series of targeted strategic goals.

- **Strategic Objective 1: TEACHING**

Further develop teaching as a relational activity informed by research data, theory and the Bible.

- Provide pastoral care to support the wellbeing of students.
- Develop a culture of respect
- Analyse Naplan data, standardised tests and other research to modify and adjust teaching strategy
- Engage fully in visible learning program.
- Develop Christian perspectives curriculum
- Focus on reading as a teaching priority.

- **Strategic Objective 2: LEARNING**

Further develop learning as a lifelong process informed by research data, personal testimonies, varied communications and the Bible.

- Intentionally engage students and staff in meaningful evidence-based practices including the work of John Hattie, Guy Claxton and Carol Dweck.
- Develop the use of best practice with digital devices.
- Develop the use of best practice in contemporary learning spaces.

- **Strategic Objective 3: SERVING**

Further develop serving as an expression of the gifts given by God to bless our community (locally, nationally and globally) through mission.

- Communicate effectively in the school community.
- Maintain a culture of openness to feedback in the community.
- Use the gifts of the school and wider teaching profession to advance the capacity of the Christian Education Development Program (CEDP) on a local, national and global level.

- **Strategic Objective 4: CHRISTIAN CHARACTER IN COMMUNITY**

Further develop the Christian Character of each member of the community as an act that glorifies God.

- Engage the staff in personal Christian formation in community
- Engage with sister schools, partners schools and other Christian communities to build our culture.
- Maintain culture of community service, mission and global service through the CEDP
- Consistently monitor the stewardship of our resources.

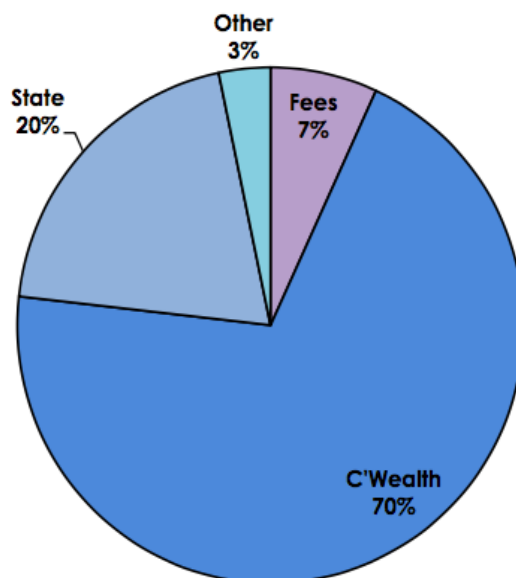
A full text version of the School's Annual Action Plan for 2019 is available at the School.

OUR FINANCES

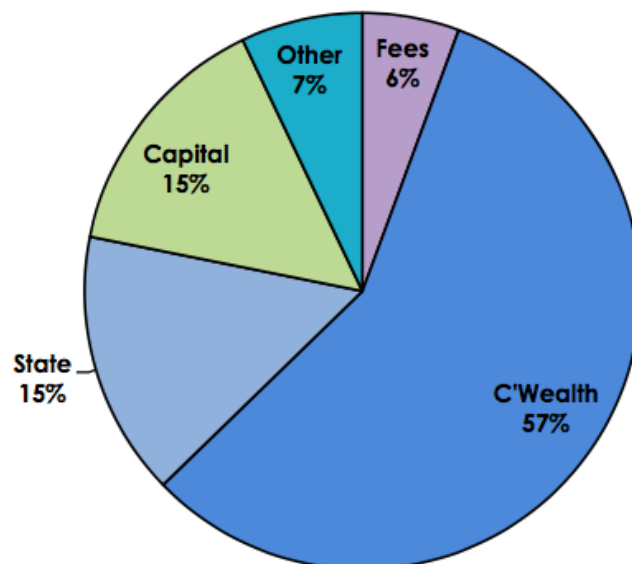
Summary of Financial Information

INCOME SOURCES

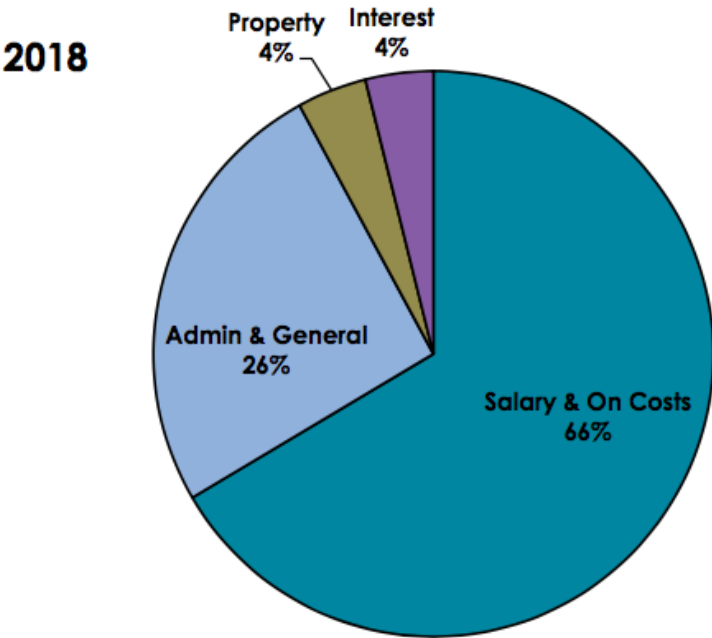
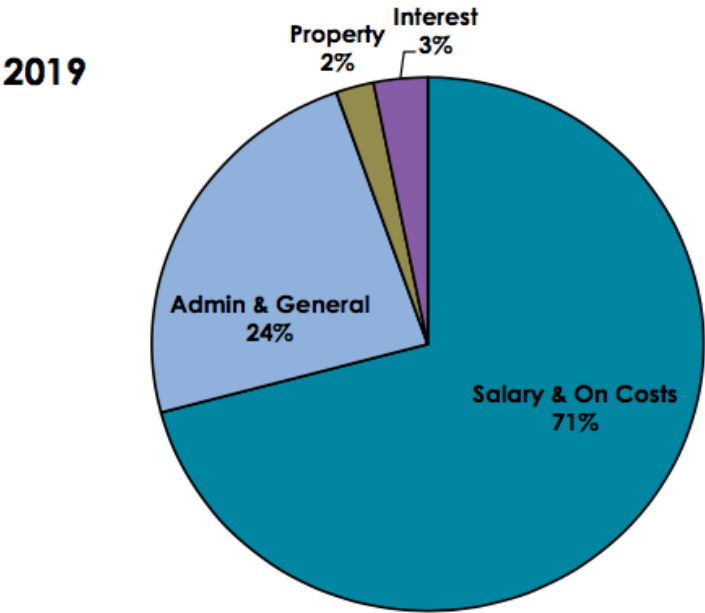
2019



2018



EXPENDITURE AREAS



Should you have any particular questions regarding this information or would like other additional information regarding the School, please contact the Executive Principal, Dr E J Boyce, through reception on 02 9651 0700.