



2017 ANNUAL REPORT



Table of Contents

I.	St John's Catholic College	2
	Vision Statement	
	Mission Statement	
II.	Principal's Foreword	3
III.	Enrolment Totals	5
	Enrolment Profile	
	Staff Totals	
IV.	Teaching and Learning	7
	NTCET	
	ATAR	
	Final Moderation Effects	
	NTCET Indicators	
	NAPLAN	
V.	College Operations	20
VI.	Catholic Identity and Practice	22
VII.	Finance, Facilities and Resources	25
VIII.	Work Health and Safety	27
	CEO Work Health and Safety Management System	
	WHS Audits and Inspections	
	Crisis Management: Drills	
	Fire Maps	
	Management Plans	
	Training	
	Electrical Tag and Testing	
	Arboreal Reports	
	Identifying Hazards and Incidents	
	Inductions	
IX.	Health Centre	29
	Visits to Health Centre	
X.	Satisfaction Surveys or Feedback Mechanisms	29
XI.	Endorsements	30

St John's Catholic College

Vision Statement

'St John's Catholic College will be a safe, connected, learning community for local, boarding and international students. We will strive for excellence and ensure the holistic development of each student through a balanced approach to faith, academic, sporting and cultural activities.'

Mission Statement

Building a culturally aware Catholic Community strong in FAITH, EDUCATION and TRADITION.

Values: The virtues we value at St John's College act as a moral compass and guide us in building strong relationships based on Christian love.

Acceptance: Appreciating each person and her/his story; valuing cultural differences and being inclusive of all.

Compassion: Involves the 'head, heart and hand' in understanding by listening, showing heartfelt concern; being able to forgive wrongs and putting concerns into meaningful actions.

Courage: Strength to uphold the community values and beliefs; and leading the way in being true to ourselves despite the challenges that may come.

Respect: A sense of self-worth and esteem for self and others; is shown and gained through showing consideration and esteem for others.

Resilience: Involves understanding yourself and your strengths and challenges; being self-motivated to always give your best and keep persevering by facing up to the challenges.

Responsibility: Being dependable and able to be relied upon; being accountable for our decisions and actions.

Stewardship: Showing concern and cherishing the community and its environment; being prepared to act as guardians to conserve this for the benefit of future generations of St John's community.

Principal's Foreword

It is my privilege to present the Principal's Foreword for the St John's Catholic College Annual Report. 2017 was another wonderful year for our College as we continued to grow and develop as a holistic community striving to live the message of the Gospels.

St John's continued to be a quality Catholic school based on the three basic premises that we widely proclaim and guide our journey:

1. We are a Catholic College: It is who we are! It determines how we look at and act in our world.
2. We are a College: Teaching and Learning are important, urgent and not negotiable.
3. Little things matter.

We were blessed last year by the great love and care that Fr Dan Benedetti Mgl as our College Chaplain showed us. Fr Dan left the College at the end of 2017 to take up an appointment as Parish Priest in Canberra. This was Fr Dan's second time with us at St John's and his enthusiasm for working with young people and his almost 24 hour availability has nurtured us into a very committed and faithful community. His loss will be especially felt in our boarding community. We recognise also the many other ministries including the prison, Don Dale, Diocesan Youth Council and St Martin De Porres community that were blessed by Dan's presence.

We gratefully acknowledge the leadership and support of the Catholic Education Office throughout the year. Belonging to a system provides us with resources and expertise that we would not otherwise be able to access. The generous availability of the Catholic Education Office Executives and staff played a significant part in the achievements that this Annual Report celebrates. 2017 also marked Michael Avery's last year as Director of the Catholic Education in the Northern Territory. Over the past eleven years, working with four Principals Michael has been a steadfast supporter of our College and a strong advocate in many forums for appropriate resourcing to support our mission. Our loss will be felt across our system and the wider Australian Catholic Education community where Michael has worked for almost forty years. We acknowledge and thank Michael for his leadership. We also congratulate Greg O'Mullane on his appointment as the new Director of Catholic Education. Greg has also been a staunch supporter of the College having begun his teaching career in Northern Territory at St John's and has been intimately involved in the strategic direction of the College over his many years as Deputy Director of the Catholic Education Office. We look forward to continuing to work with Greg in this new role in 2018.

At St John's we are a small, connected community that is strong together – this is our greatest strength and it does not happen by accident. Every individual contributes to our success as a College.

As a community in 2017 we achieved the following:

- Introduced a new vertical pastoral care structure and a focus on increasing house spirit. As part of this work, house crests representing the spirit of Fr Burford, Sr Daley and Bishop O'Loughlin were developed across the year.

- Strengthened our relationships with St Mary's and St Paul's Catholic Primary Schools as our feeder schools and as siblings in the MSC and OLSH family. Our combined mass to celebrate the Feast of the Sacred Heart was a highlight of the year.
- We punched above our weight on the sports fields. We were winners of the Middle School Overall Handicap shield again and a close runner up to the specialist SEDA program in the seniors, NT champions in AFL and Touch, runners up in Rugby League and third in the Greg Omullane Cup for Rugby Union.
- Our Students and staff have been recognised in for their work in the Arts, featured in The Beat performances and won significant awards at Exit Art and Rights on Show presentations.
- We had students appointed International Student Ambassadors by the Northern Territory Government.
- For the fourth year in a row, one of our students was selected to travel on the Chief Minister's ANZAC study tour. In 2018 one of our staff will attend as a chaperone as well.
- Took out a range of certificates and medals including High Distinctions and Gold Medals in national mathematics, English, chemistry and titration competitions. We were again Northern Territory champions in the world wide language perfect competition.
- We welcomed recently made friends from St Theresa's Kupang who made a return visit to us following our cultural immersion visit to Indonesia in 2016.
- Dance, Drama and Manufacturing Pathways were added to the College curriculum.
- Members of staff travelled to Montserrat in Spain to observe and learn from their successful schools and system.
- We were finalists in the Carer Friendly Employer" section of the Carers NT annual awards.
- We continued our renewal and refurbishment of College facilities as in the day school boarding and recreation area.

So much has been achieved and we confidently look forward to 2018 where we as a College will build on the successes of 2017:

- Continue to develop our partnership with the School of Education at Charles Darwin University to implement our School Wide Pedagogy that ensures our teaching is rigorous, consistent and evidenced based across the College.
- Appoint a Child Safety Officer to lead the continued implementation of a child safe culture throughout the College.
- Installation of solar capture system that not only reduces our cost but reduces our environmental footprint as well.
- Completely replace our ICT architecture to allow assured access to network resources for staff and students.
- Launch a health education hub that will offer specialist SACE and VET courses in Primary Healthcare, mental health and physical education.

There is much to look forward to. We go into 2018 very excited by its potential.

2017 has been a great year for St John's Catholic College - many great things have been achieved. We give thanks for the many graces we have received and look forward with excitement and confidence to 2018 and beyond. We pray that we remain strong in Faith and strong together.

Lindsay Luck
Principal

Enrolment Totals

Enrolment Profile

Enrolment profile as per August Census 2017

Year	7	8	9	10	11	12	TOTAL
F	19	11	19	17	23	14	103
M	4	23	13	23	34	23	120
Total	23	34	32	40	57	37	223

IEU Overseas students were included in mainstream year levels as required by 2017 Census

Management of non-attendance - The Department of Education policies are adhered to in managing non-attendance of students. Student Administration and Heads of House have a role to play in the recording and following up on unexplained absences. Parents are contacted and informed of absences by telephone, SMS and letter/email. Numbers of half day absences are recorded on student Semester reports. Truants are also issued detentions.

Student numbers based on Term 1 Census Data - Collection 1

YEAR	Years 7-9	Years 7-12	YEAR	Years 10-12	Years 10-11	Years 11-12
2012	238	359	2012	208	161	121
2013	147	377	2013	230	167	138
2014	136	327	2014	177	131	108
2015	138	327	2015	189	141	114
2016	101	252	2016	151	119	77
2017	77	220	2017	143	95	99

IEU students are included in the Year 10 collection (Total 11)

School	All Students		Indigenous		Indigenous %	
	Secondary	Total	Secondary	Total	Secondary	Total
St John's College	220	220	82	82	37%	37%

School	Overseas Students		SWD		SWD %	
	Secondary	Total	Secondary	Total	Secondary	Total
St John's College	65	65	8	8	4%	4%

Apparent Retention and Progression based on Term 1 Census Data

Year	Years 7-9	Years 7-12
2008	110%	110%
2009	104%	99%
2010	88%	94%
2011	88%	84%
2012	98%	76%
2013	62%	105%
2014	92%	87%
2015	101%	100%
2016	73%	77%
2017	76%	87%

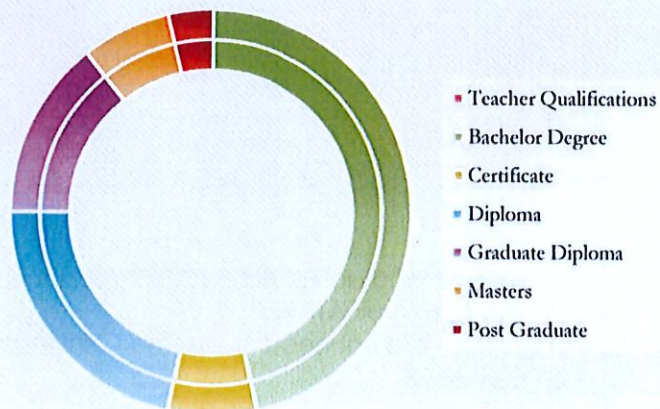
Year	Years 10-12	Years 10-11	Years 11-12
2008	111%	116%	110%
2009	95%	87%	105%
2010	101%	102%	84%
2011	80%	83%	79%
2012	91%	92%	95%
2013	111%	104%	114%
2014	77%	78%	78%
2015	106%	108%	105%
2016	76%	84%	68%
2017	95%	80%	129%

Staff Totals

- Bachelor Degree = 46%
- Certificate = 7%
- Diploma = 21%
- Graduate Diploma = 14%
- Masters = 7%
- Post Graduate 4%

Shashank Laroiya
Business Manager

Teacher Qualification

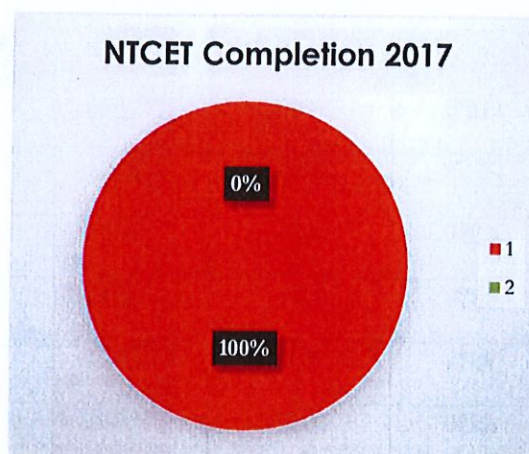
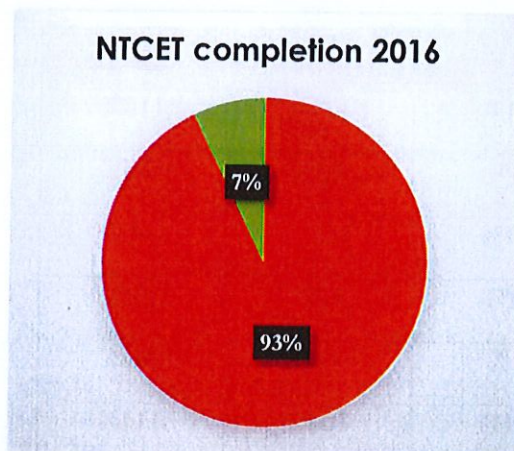


Teaching and Learning

NTCET

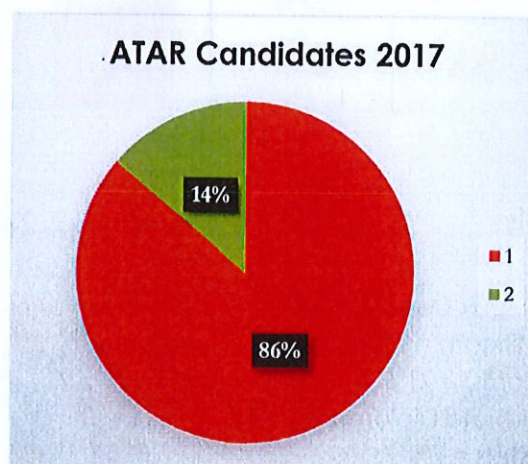
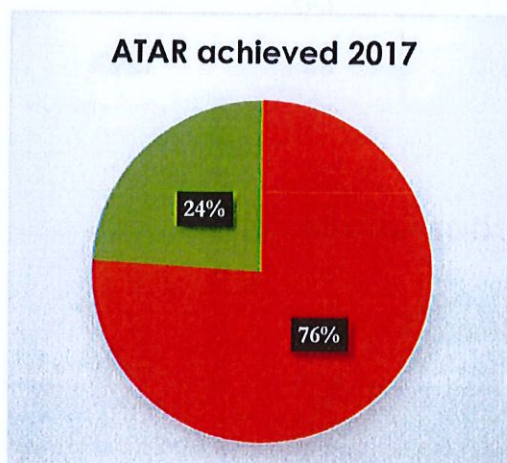
Summary of NTCET 2017 results

- Potential completers: 36 students
- 2017 NTCET completers: 36 students



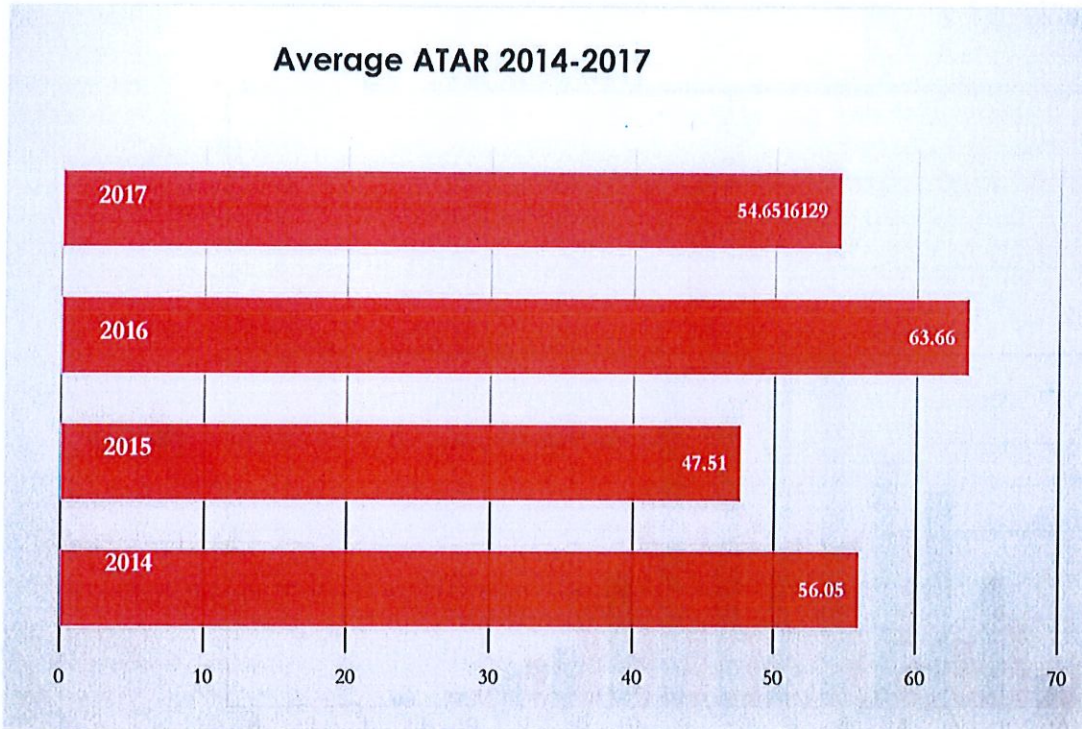
ATAR

- ATAR achieved: 31 students
- 1 Merit for A+ in Indonesian Continuers



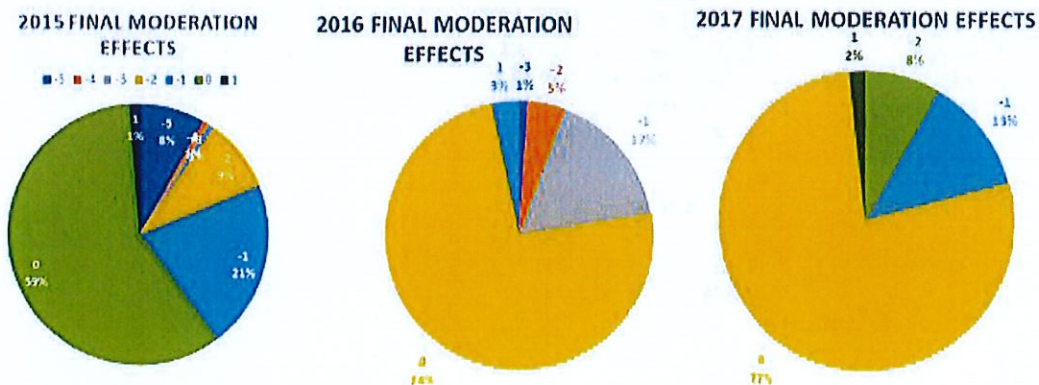
- 74% of students who achieved an ATAR used the Certificate III in Christian Ministry and Theology to earn their ATAR.
- 26% of students did not need to use the Certificate III in Christian Ministry and Theology to earn their ATAR.

- 60% of the 2017 cohort used VET to achieve their NTCEET compared with just over 20% of the state.

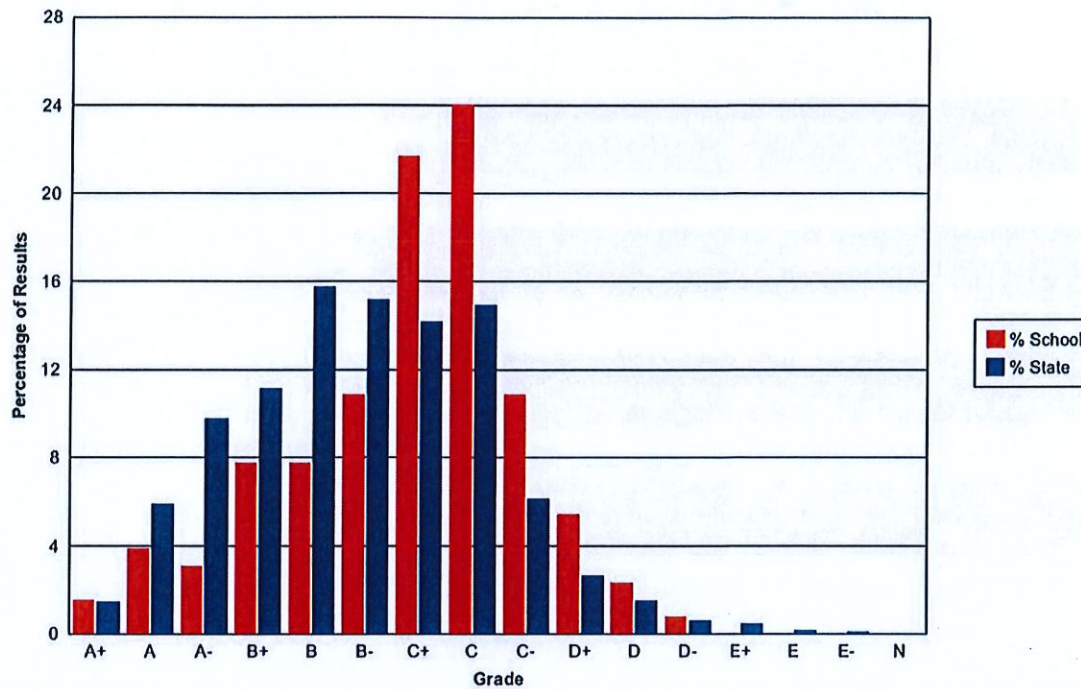


- The average ATAR was 54.65 for 2017. The highest ATAR achieved in 2017 was 95.10
- Stage 2 Final Moderation effects illustrated no changes to results for 77% of subjects and only 8% of subjects were altered by -2 which was the highest change compared to 2016 which was -3 and 2015 -5. The moderation effects have been reduced dramatically.

Final Moderation Effects



- 2 subjects - +1
- 8 subjects - no change
- 3 subjects - -1
- 2 subjects - -2



Our Stage 2 Grade Distribution for 2017 illustrates a larger amount of students represented at the B and C range compared to the State. However, an improvement in that there were no Es.

NTCET Indicators

Stage 2 Grade Distribution

	School			Statewide %							
	2015	(%)	2016	(%)	2017	(%)	2015	2016	2017		
No. of results at A- and above	15	8.0	10	9.4	▲	11	8.3	15.5%	15.0%	17.3%	
No. of results at B+ to C-	132	70.6	85	80.2	▲	110	82.7	▲	78.9%	79.4%	77.2%
No. of results at D+ and below	40	21.4	11	10.4		12	9.0		5.5%	5.6%	5.5%
Total results	187		106			133					

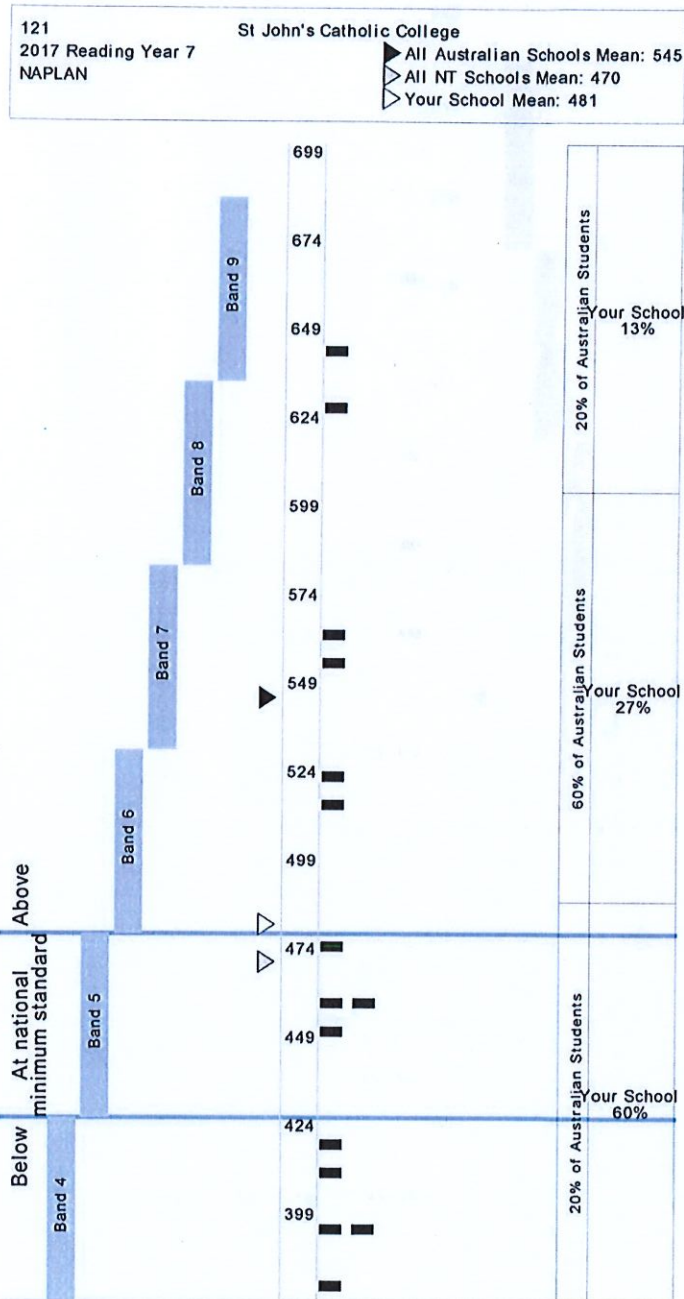
NTCET Completion

	School			Statewide %							
	2015	(%)	2016	(%)	2017	(%)	2015	2016	2017		
No. of Potential Completers	45		27		36						
No. of Completers	44	97.8	25	92.6		36	100.0	▲	96.3%	96.6%	96.0%
No. of Non Completers	1	2.2	2	7.4	▲	0	0.0		3.7%	3.4%	4.0%

NAPLAN

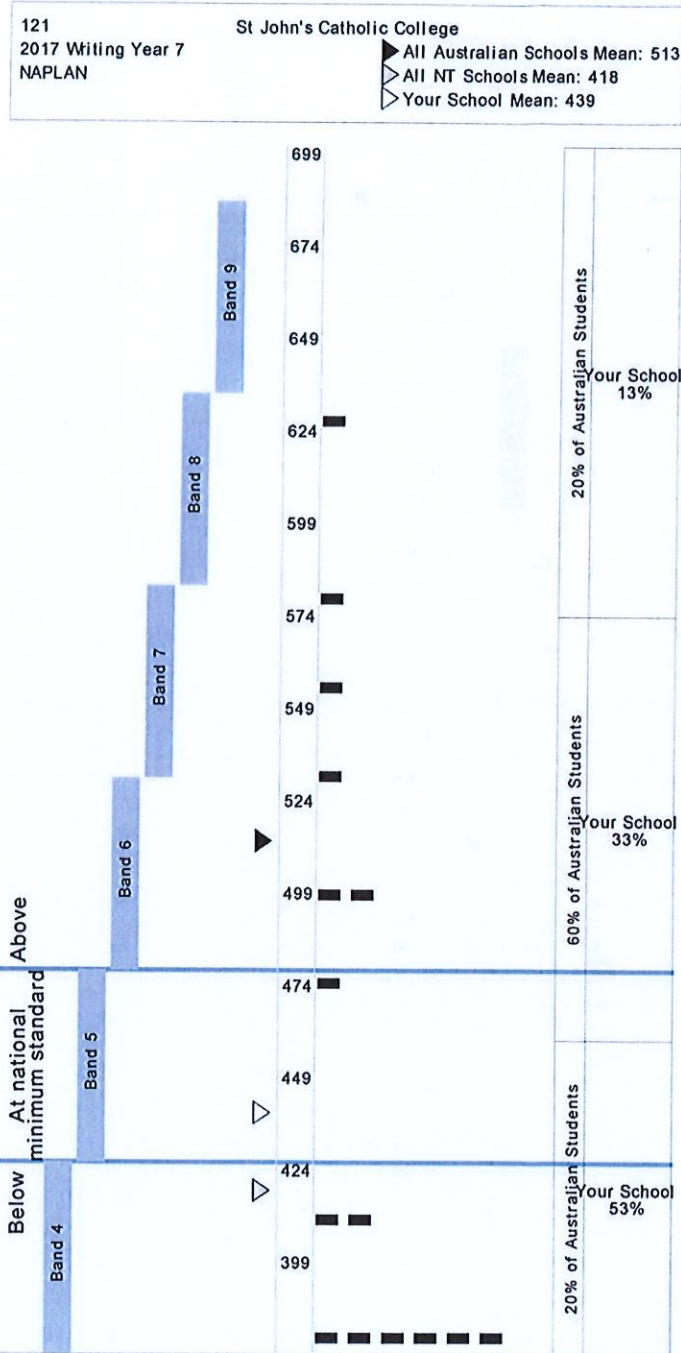
NAPLAN Year 7 2017 Reading, Writing, Spelling, Grammar & Punctuation, Numeracy.

Reading:



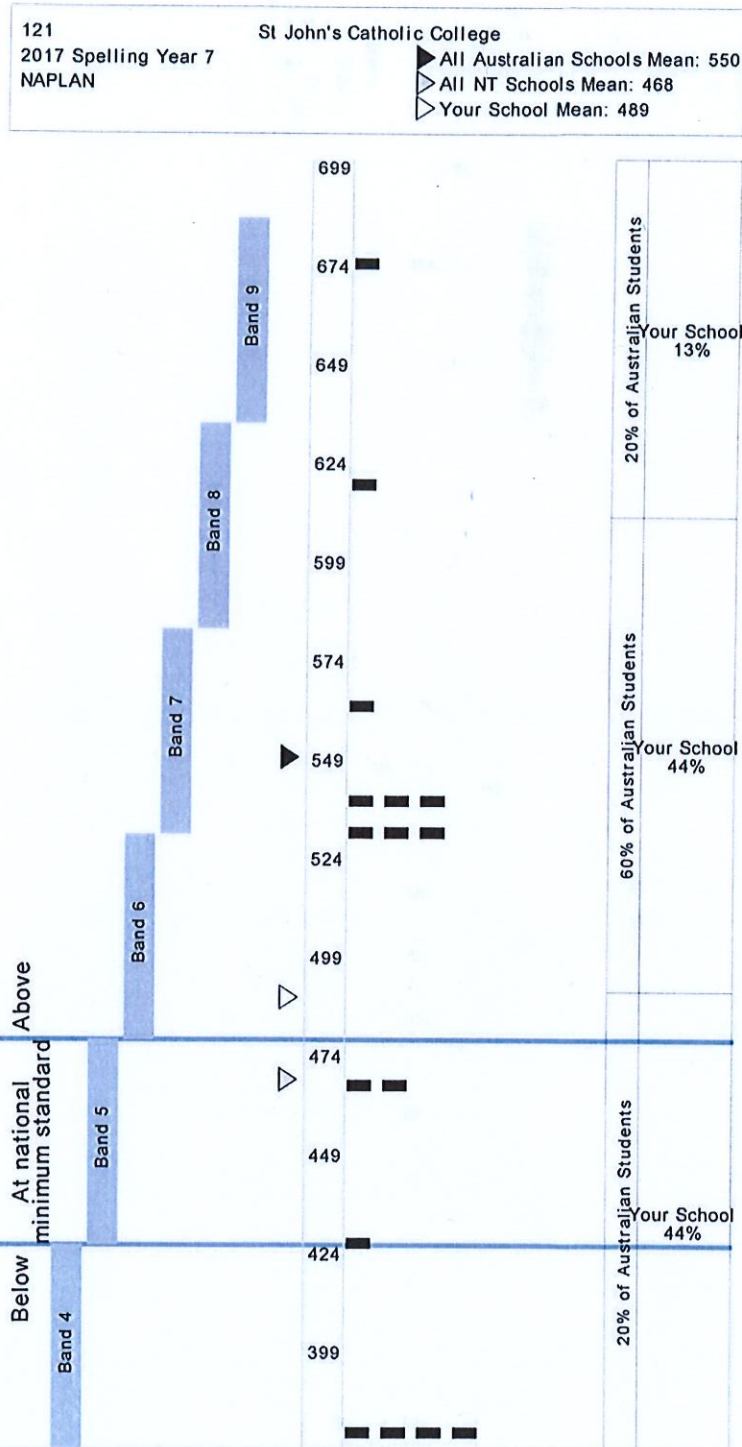
- 40% of our students are above the national minimum standard with 60% of students represented at national minimum standard or below.

Writing:



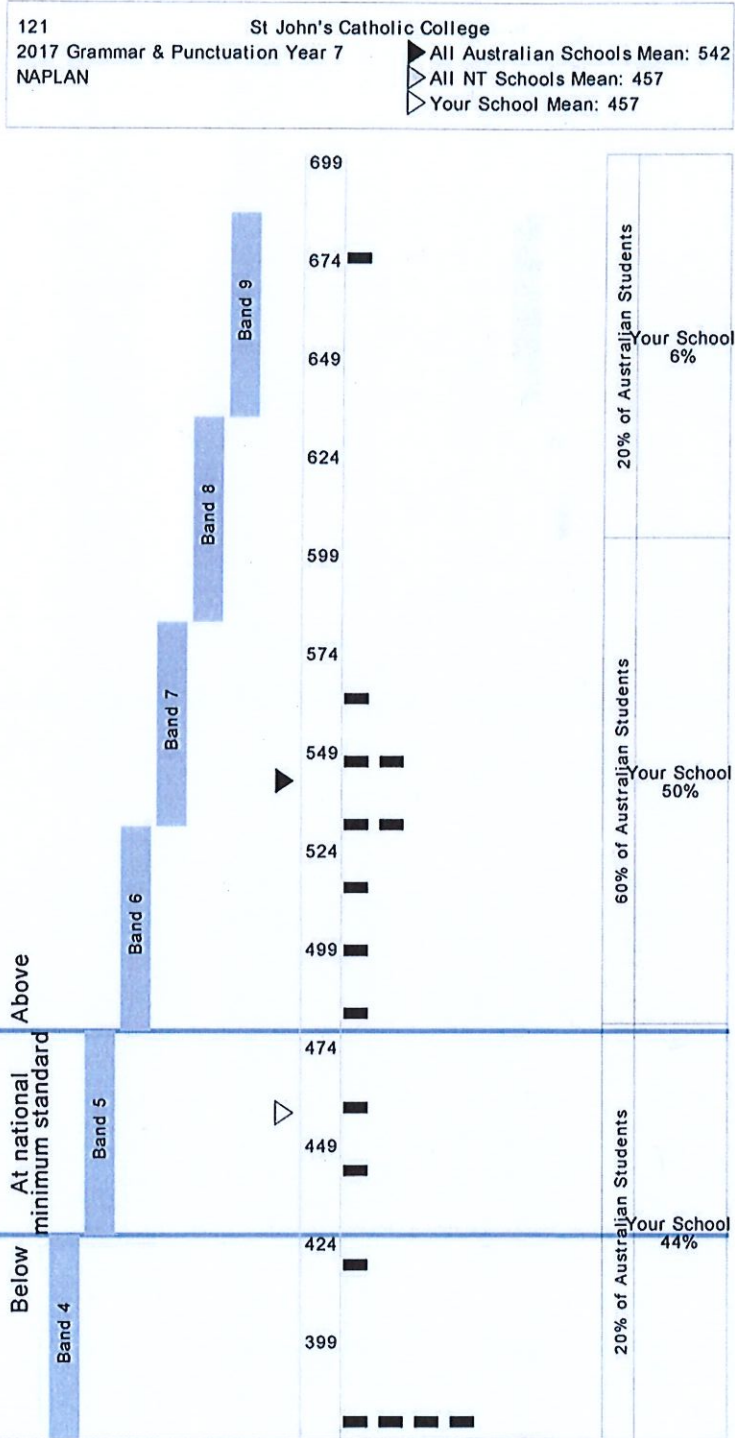
- 46% of our students are above national minimum standard with 53% at or below national minimum standard.

Spelling:



- 57% of our students are above national minimum standard with 44% at national minimum standard or below.

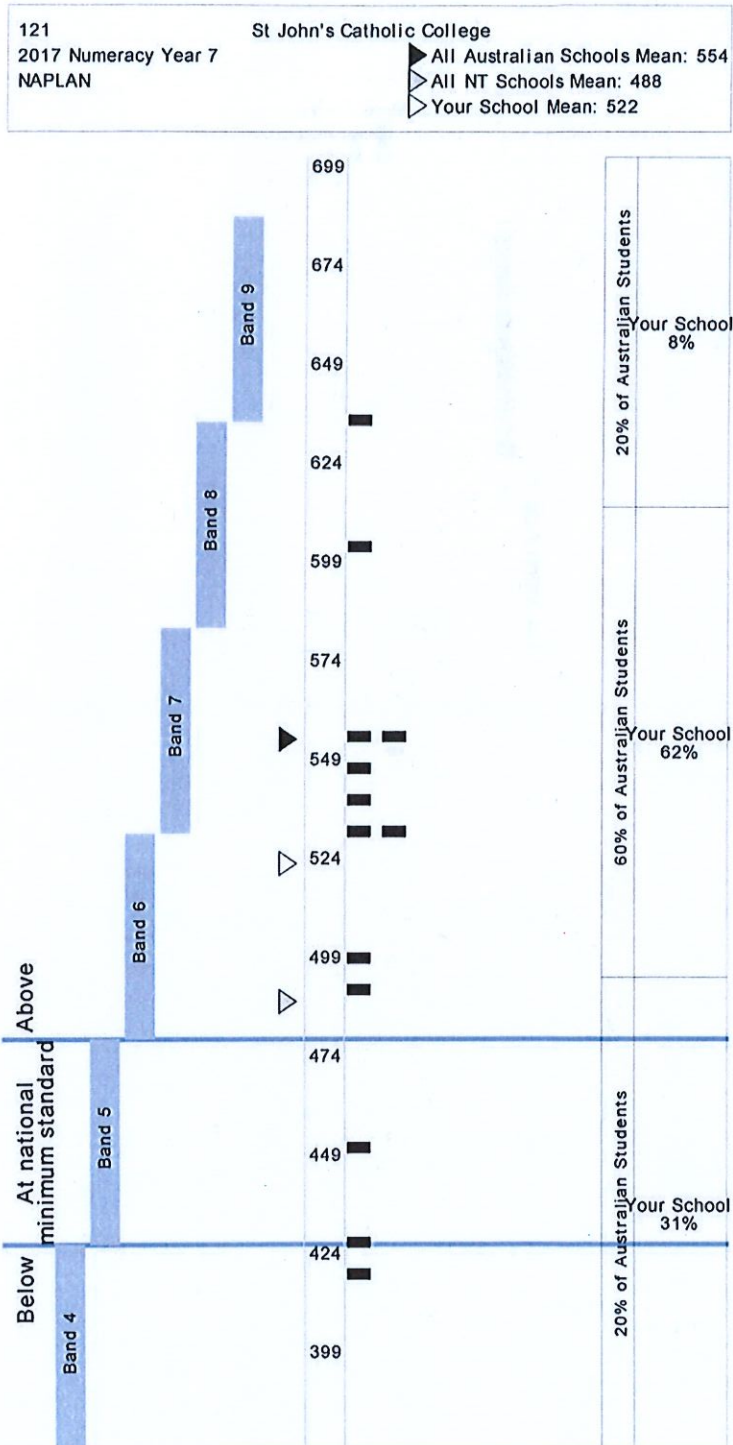
Grammar & Punctuation:



- 56% of our students are above national minimum standard with 44% at national minimum standard or below.

Handwritten note:
 All Mean 457

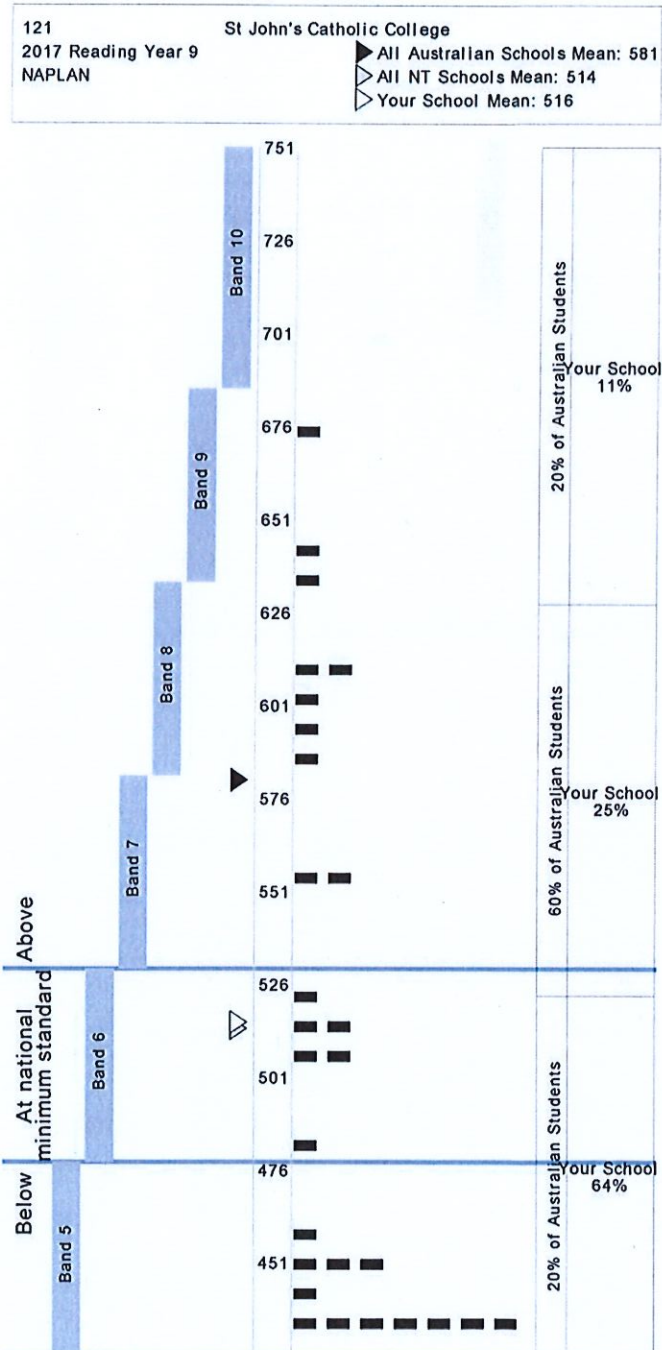
Numeracy:



- 70% of our students are above national minimum standard with 31% at national minimum standard or below.

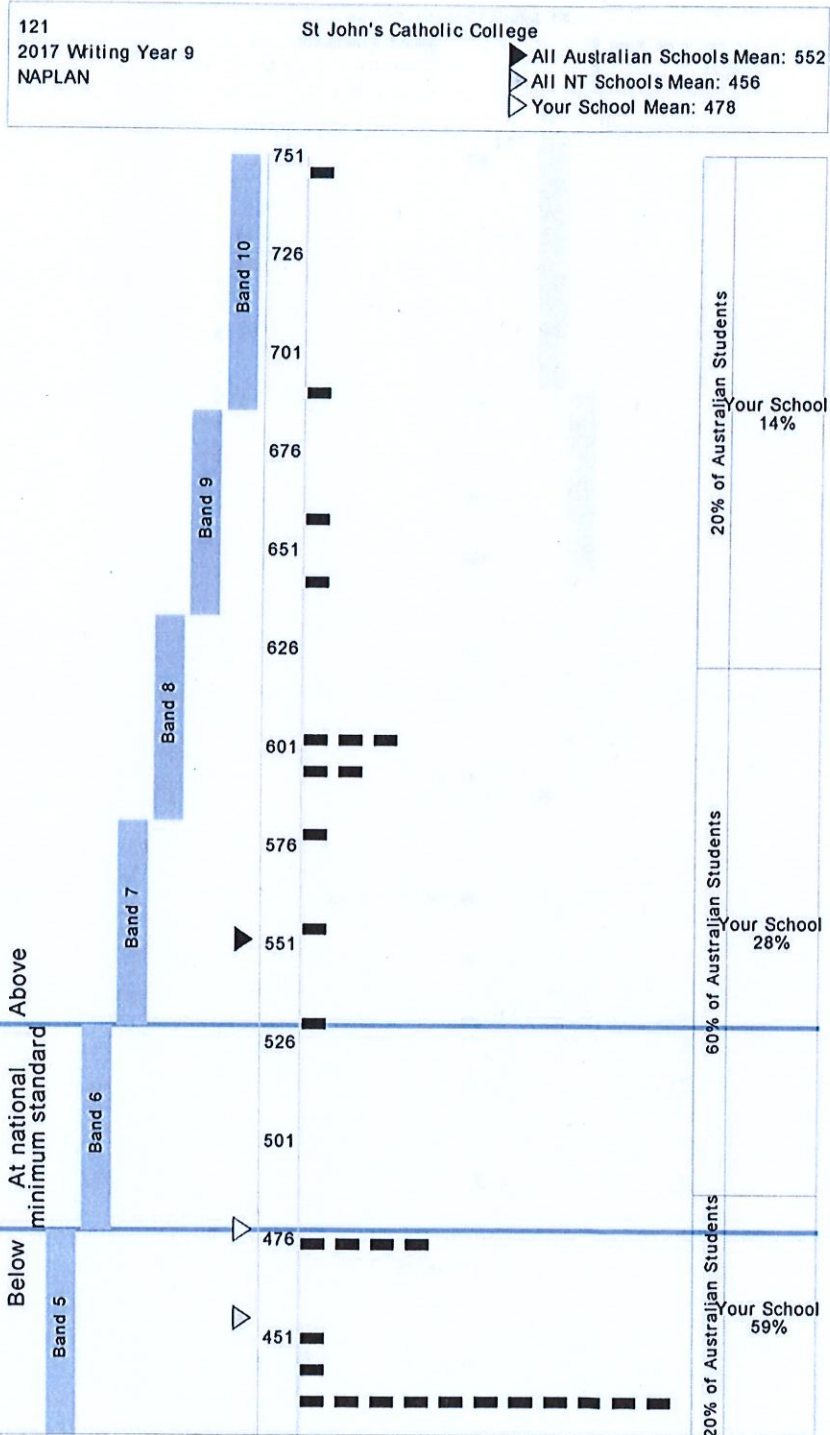
Year 9 NAPLAN results 2017

Reading:



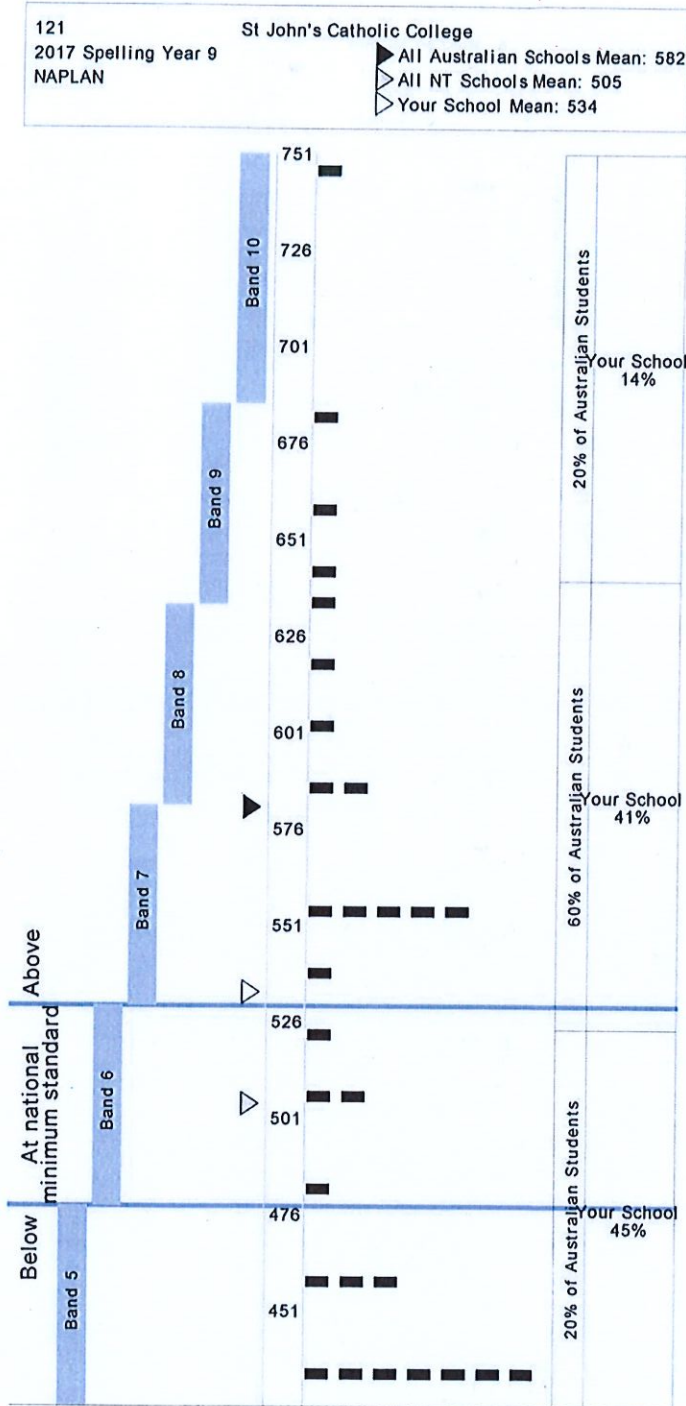
- 36% of students above the national minimum standard with 64% at national standard or below.

Year 9 Writing:



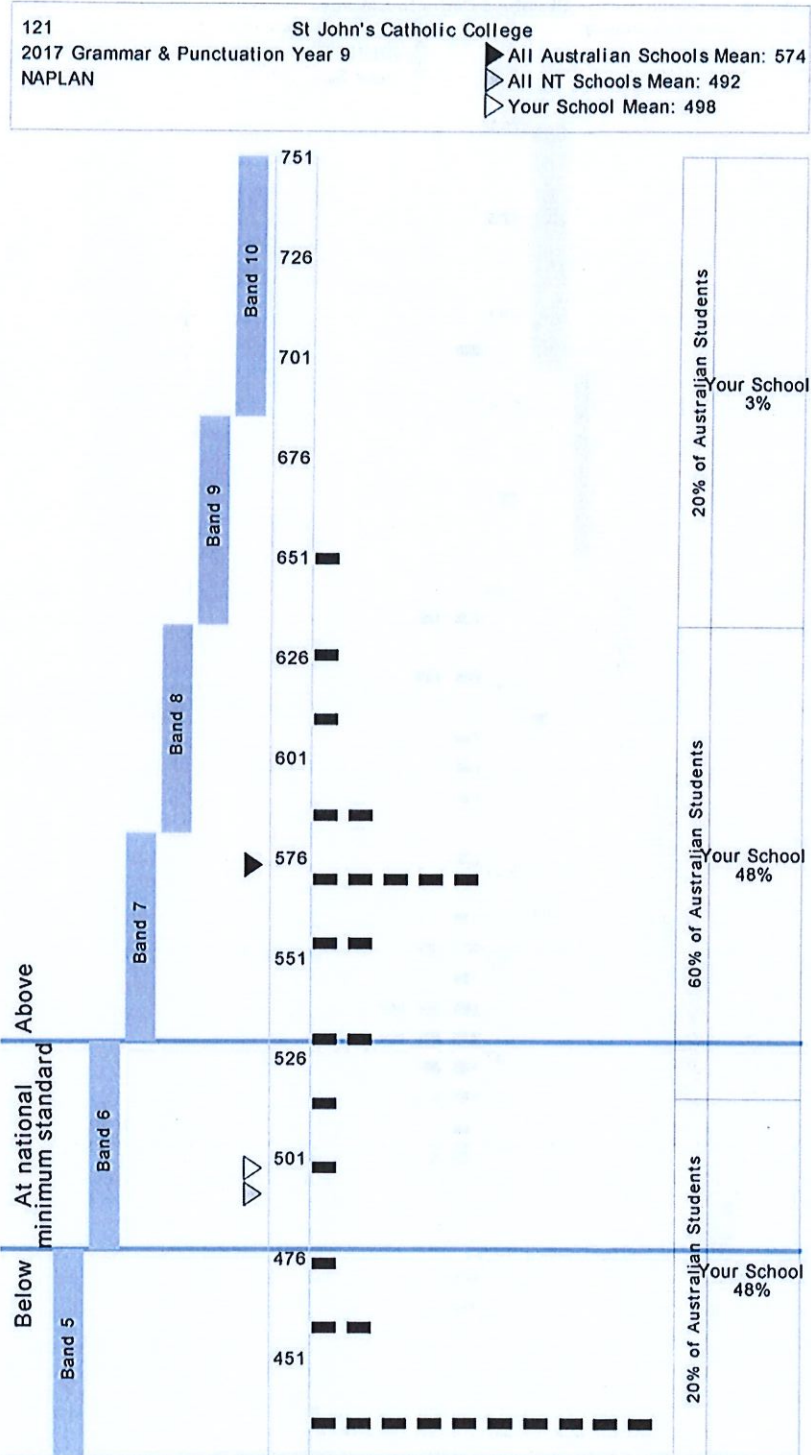
- 42% of students above national standard with 59% at national minimum standard of below.

Spelling:



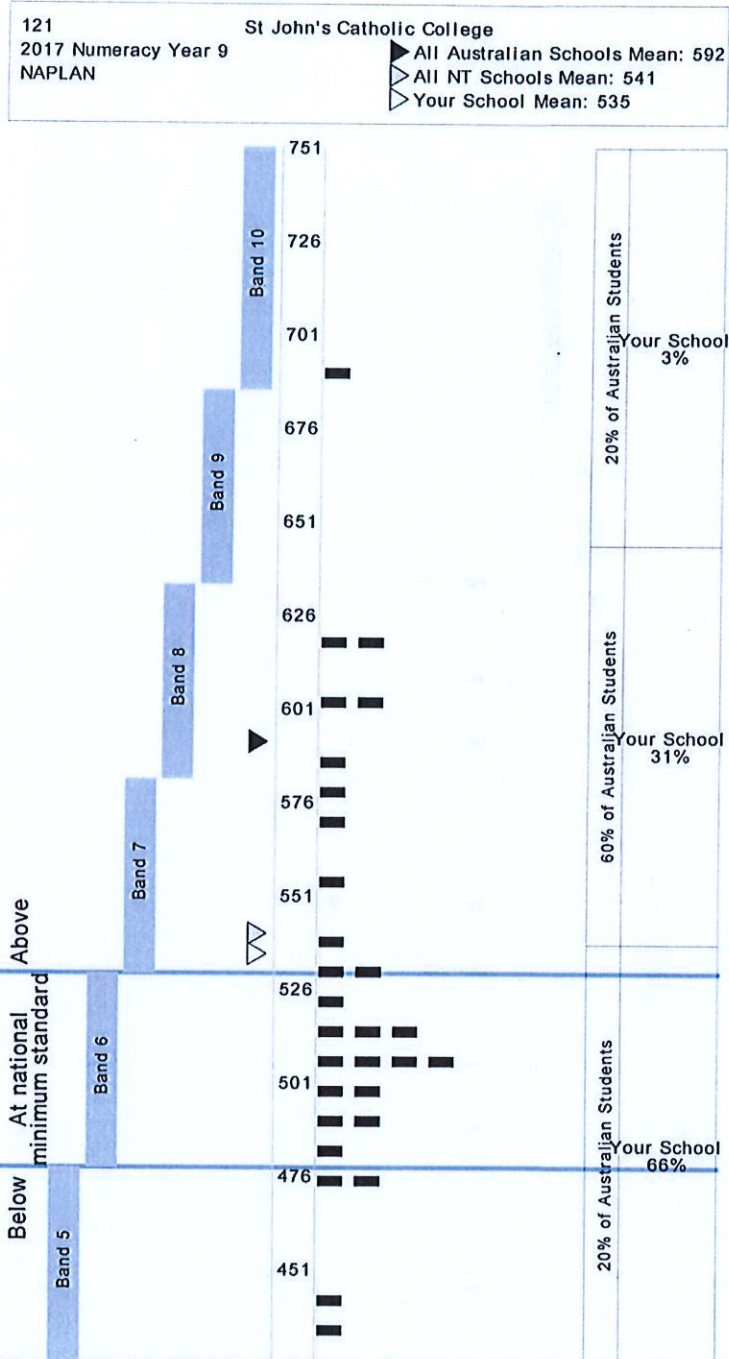
- 55% of students above national minimum standard with 45% at national minimum standard or below.

Grammar & Punctuation:



- 51% of students above the national minimum standard with 49% at national minimum standard or below.

Numeracy:



- 34% of students above national minimum standard with 66% at national minimum standard or below.

Cherilyn Hughes
Assistant Principal: Teaching and Learning

College Operations

'Having received from Christ the power to forgive in His name (cf. Mt 16:19; Jn 20:33) the Church is in the world as the living presence of the love of God who leans down to every human weakness in order to gather it into embrace of his mercy.'

Taken from: Catholic Education Office and Schools, Diocese of Darwin NT, Towards 2017 Strategic Plan.

2017 saw the final year in terms of the current Catholic Education NT Strategic Plan 'Towards 2017'. Aligned with this Strategic Plan, St John's Catholic College marks 2017 as a year of consistent school improvement and renewal in the six key areas of: Catholic Identity, Pastoral Care and Wellbeing, Community and Culture, Teaching and Learning, Leadership and Finance, Facilities and Resources.

Central to this improvement and renewal was a commitment to our vision statement for the period 2018 – 2020:

'St John's Catholic College will be a safe, connected, learning community for local, boarding and international students. We will strive for excellence and ensure the holistic development of each student through a balanced approach to faith, academic, sporting and cultural activities.'

Highlights of significance during 2017:

In 2017, the College moved to a vertical Pastoral Care system whereby students were grouped together and cared for by a team of Homeroom teachers led by a Head of House. The strengthening of our House System, from sports to all aspects of College life, has enhanced identity and sense of belonging amongst students and staff.

The reintroduction of Dance and Drama into the Middle School elective program and the introduction of the Certificate course in Manufacturing Pathways provided students with further opportunity for learning and development in creative and practical pursuits. In addition, the College will introduce Stage 1 Health in 2018 which will incorporate use of the new gymnasium constructed during 2017.

In 2016 the College reestablished our sister school relationship with SMPK St Theresia's Junior School in Kupang, Indonesia. It was wonderful to welcome and host a delegation of students and staff from St Theresia's during 2017. The College looks forward to visiting Kupang again in 2018. This cultural exchange program continues to support and extend the opportunities provided through our LOTE program.

During term break I was fortunate enough to participate in a Catholic Education NT Study Tour to Barcelona. On this tour we visited schools led by the Missionary Daughters of the Holy Family of Nazareth including the leading Spanish school, College Montserrat. The tour provided a wonderful opportunity to observe a School Wide Pedagogy in practice and connect with a faith formation program. This tour provided the opportunity to reflect on how we can incorporate elements of our learnings within the St John's and Catholic Education NT context.

During 2017, the College received endorsement from the Catholic Education Office with regards to Strategic Directions. In 2018 we will cater for all core classes, 7 to 12 on the Harter Campus and will continue to develop and enhance our specialist areas on the Chevalier Campus. This strategic decision is grounded in sound pedagogical and pastoral principles and represents a significant opportunity for the coming year.

Cameron Hughes
Deputy Principal

Catholic Identity and Practice

The overall education of children is a "most serious duty" and at the same time a "primary right" of parents. This is not just a task or a burden, but an essential and inalienable right that parents are called to defend and of which no one may claim to deprive them. Schools do not replace parents, but complement them. This is a basic principle: "all other participants in the process of education are only able to carry out their responsibilities in the name of the parents, with their consent and, to a certain degree, with their authorization". The Church is a family of families, constantly enriched by the lives of all those domestic churches.

Pope Francis - Amoris Laetitia (The Joy of Love)

"Family" is a very powerful theme and one that has set the tone for the St John's community for 2017. The Most Reverend Bishop Eugene Hurley announced 2017 to be the Year of the Family in the Diocese of Darwin. Our College this year, through all interactions and events, certainly lived up to this theme.

The concept of Family was explored during the opening College Mass as Bishop Eugene spoke about different types of families and the importance of supporting each other through good times and difficult times. The Bishop also spoke about the St John's family in that we are made up of many cultures but are connected as a family through the love of Christ. The Eucharistic celebration was a beautiful and wonderful way to introduce the theme for the College year but also to welcome the Year 7 students and new staff members to the St John's Catholic College family.

On Friday 16th June, the College held our Sacred Heart Day Mass at St Mary's Cathedral. The Mass was a wonderful celebration of such an important day. The Feast of the Sacred Heart of Jesus is an important day for the Church but especially for the Missionaries of the Sacred Heart, which is the charism that our College is built upon. The celebration and devotion to the Sacred Heart comes from the Heart being a symbol of love. It is through Jesus, who expressed his ultimate love for us, showing us how to love and the importance of living a life full of love. The Eucharistic celebration was led by Fr Roy O'Neil MSC and we were joined in the celebration by our MSC sister schools St Mary's Catholic Primary School and St Paul's Catholic Primary School. Fr Roy presented us with a most inspiring homily, speaking of the key aspects of MSC as presented by our founder Fr Jules Chevalier, and challenging us to continue to live out the calling of our faith and to have a heart for all we meet. It was wonderful to see the St John's and MSC families come together - staff, parents, past members of the College community - to celebrate the day was awe inspiring and to hear so many voices fill the cathedral was truly a magical experience.

The students and staff of the College continued their support for Caritas through the Lenten Appeal, as well as supporting the Catholic Missions through the month of October. This represents significant financial support and allows the work of these organisations throughout the world to continue, improving educational and life outcomes for our brothers and sisters. The students not only understood the importance of fundraising but also the importance of educating our school community about the issues being faced by those on the margins of life.

Talking to Year 10,11 and 12 students, undoubtedly one of their highlights of the year were their Catholic Identity retreats, each retreat being held at Mary River Wilderness Centre. Each

retreat was based around the theme, Trust, Love and Live. The Year 10 Retreat focused on Trust, Year 11 on Love and Year 12 on Live. One of the ideas presented to the students at all retreats was to "Trust the Mystery". This ideology is a way to challenge students to experience the presence of God in their lives, challenging them to live with the ups and downs of life, not without question, but with faith.

Faith and Spiritual development is a fundamental part of the education and development of students. Students are given a variety of opportunities and experiences to grow and learn about their faith and deepen their relationship with God. Year 7 and 8 were involved in Catholic Identity Days facilitated by the College staff and supported by Fr Dan Benedetti. Year 9 Catholic Identity Day was led by members of the Youth team from the Archdiocese of Canberra and Goulburn and St Edmund's College Canberra. The Net Ministries team from Queensland also worked with students, exploring students' understanding of their faith. Each semester, Fr Dan lead a Mass for each year level in the College Chapel. These opportunities allow students to explore and develop their faith and to reflect on their journey in life.

A focus was placed on the academic rigour of Religious Education from Year 7 to 10. With support from the Catholic Education Office, a new Scope Sequence has been developed, as well as focusing around assessment tasks that challenge students to use Higher Order Thinking Skills. Certificate III in Christian Ministry Theology was undertaken by students in Year 11 and 12, with all students in Year 12 gaining a Certificate III in Christian Ministry and Theology.

While students are given opportunities to explore and develop their faith, it is through relationships that students get to live out their faith and be witness to it. This year saw the introduction of a Vertical House System, under the leadership of Heads of House Ayesha Fatima, Melissa Nielsen and Shinya Nagaika. Students have developed friendships with students from across all year levels at the College, and the Heads of House, with their staff, have fostered a family atmosphere where students know that they do not just belong to the St John's Catholic College family, but also to their House family.

Each House also designed a new crest, with the images for each house representing the values and characteristics of person that each House is named after. The Pastoral Care Team continued to review the College's policies and has begun the process of updating both the Pastoral Care and Wellbeing, and Behaviour Management policies, along with updating the Pastoral Care programme at the College. A focus has been placed on resilience, cyber safety, positive relationships, study skills and work life balance.

St John's Catholic College is a Catholic school which strives to live out God's calling in all aspects of College life. We are very fortunate to have great support from the Diocese of Darwin in supporting and leading us to live out our calling. We particularly thank Most Reverend Eugene Hurley DD Bishop of Darwin, our College Chaplain Fr Dan Benedetti MGL, Fr Joseph Neonbasu MGL, Fr Roy O'Neil MSC and all the clergy for their ongoing support of St John's Catholic College.

School renewal and review are important to ensure quality education is being delivered and that our students are challenged in all aspects, both heart and mind. This can only happen with the support of wonderful staff at the College, as well as the support from the Catholic Education Office, Northern Territory. I would also like to make special mention of Fr Dan Benedetti who has now moved to Canberra to take up the role of Parish Priest. Fr Dan has

supported the College over a number of years and his leadership, care and support will be missed.

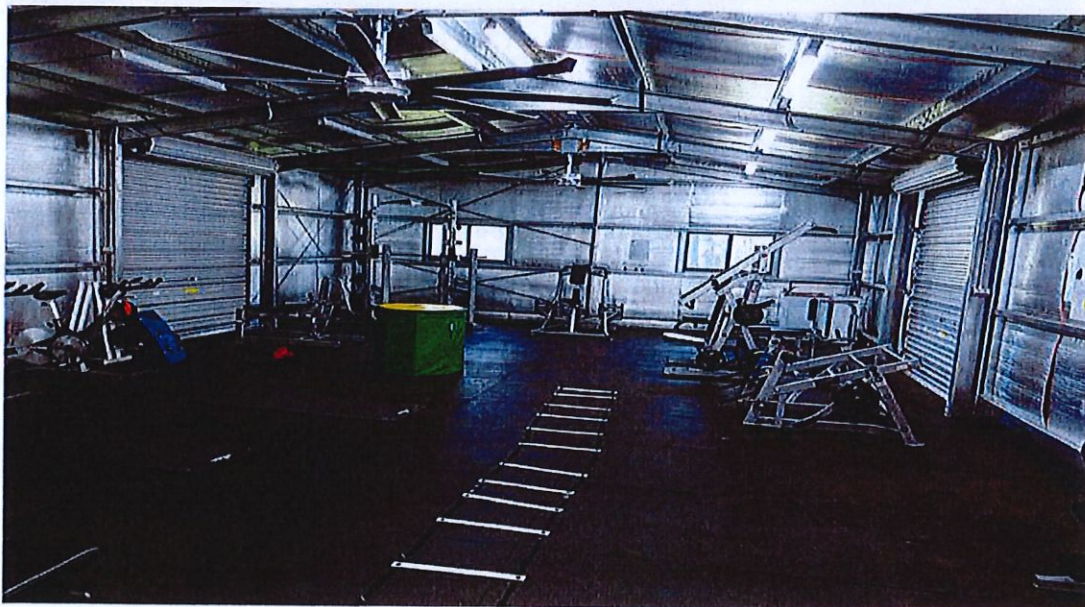
Stephen Versteegh

Assistant Principal Catholic Identity and Practice

Finance, Facilities and Resources

During 2017, a few new projects commenced and a number of major projects from previous years were completed.

The Wrap Around Project was a big boost to the College. The project was for \$1.6 Million and helped the College and students. The focus of the Wrap Around Project was on enhancing the outcome for remote Indigenous students. The project resulted in major improvements around our Boarding facilities, purchase of a college vehicle and construction of a Gymnasium on the Hartzer Campus, among other developments.

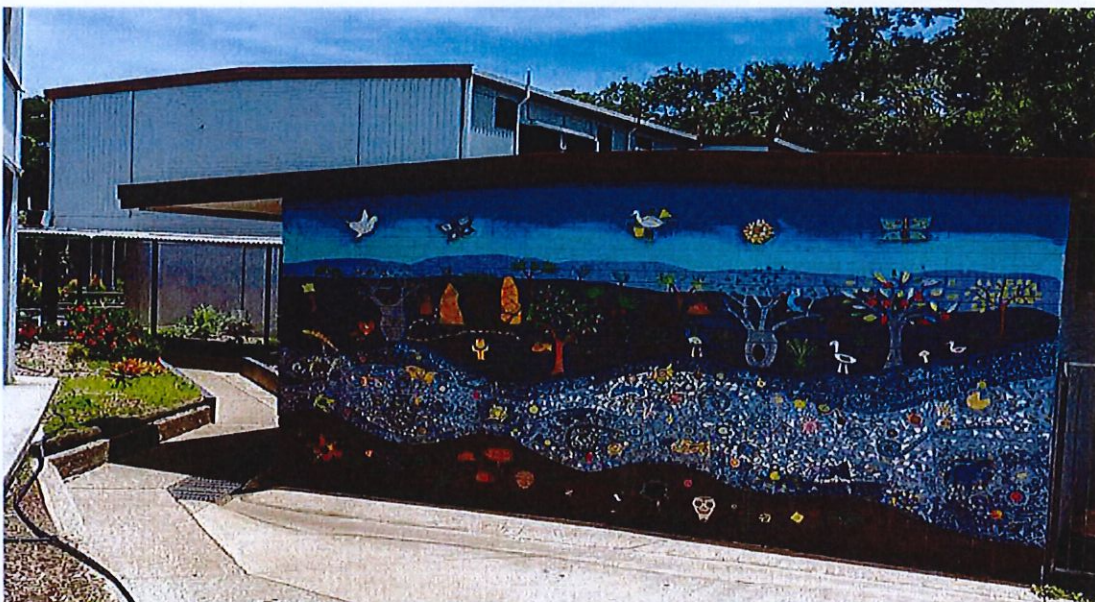


The College successfully received a grant from Block Grant Authority. The BGA was applied towards the refurbishment of the toilets for boys and girls on the Chevalier Campus.

The College also took on other projects towards the end of 2017. Students and staff were welcomed in 2018 with new paint work on the Hartzer Campus. The College also upgraded its network system which resulted in a faster and more reliable network.



For 2018, the College has plans to upgrade the Computer Laboratory on the Hartzer Campus, procure a new phone network system, replace air conditioners in a few classrooms and other major and minor projects to enhance the overall learning experience for our students.



Shashank Laroia
Business Manager

Work Health and Safety

CEO Work Health and Safety Management System

- The College uses the CEO Work Health and Safety Management System can be accessed via CENet on the Catholic Education SharePoint portal. At the end of 2017, there were 31 WHS Policies and their corresponding documentation available for viewing. Documents are constantly being reviewed for improvement, such as WHS2: Risk Management and the associated Risk Assessment form.
- 2017 was a busy year for the College's Work Health and Safety team with a number of procedures being implemented or reviewed throughout the College. For example: Residential Wet Weather Procedures for staff and students; as well as introducing an Allergen Awareness statement in June, for the staff handbook.

WHS Audits and Inspections

- **Internal Audits:** Internal audits were conducted across the three school terms. Checks were conducted in Contractors, Emergency Evacuation Consultation and Communication, PPE: Personal Protective Equipment and WHS Training.
- **External Emergency and Evacuation Safety System Audit – NTFRS:** The College underwent two very important external inspection audits by the NT Fire and Rescue Services. The Residential and College areas inspections took place on 27th November and were deemed to be compliant.
- **WHS Inspections:** WHS Inspections were mainly conducted by the WHS staff. Some formal and informal inspections with photo documentation and follow up written reports, or formal inspections were undertaken.

Crisis Management: Drills

Fire Drills - code red and orange

- As part of our compliance we staged fire evacuation drills on:
 - 29th August for both residential areas, within the programmed tutoring hours.
 - 28th April 2017 for both school campuses.

Bomb Threat drill – code purple

- A bomb threat drill, which also included procedures for a lock down was conducted Term Three on 1st September 2017.

Lock Down drills – code black

- Residential Housing also successfully conducted two area lockdowns in March 2017. They involved all boys and girls residential areas.
- A real event, although minor on 24th February, enforced a lockdown on the Middle school campus.

Fire Maps

- Fire maps were updated or replaced some areas for Burke and Connolly Residential Houses through the College's Fire maintenance contract EFS.

Management Plans

The following Management Plans are reviewed for changes and improvement.as needed.

- Cyclone Management Plan
- Chemical Management Plan

Training

Practical training sessions occurred in the following areas for staff across College and Residential areas.

- Emergency Warden Training and Fire Extinguisher Use
- First Aid Certificate Training
- Emergency Resuscitation/ CPR training

Electrical Tag and Testing

- The College's electrical test and tagging program is ongoing and undertaken annually by Northern Testing to meet compliance.

Arboreal Reports

- The College undertakes a tree maintenance schedule which includes a regular site staff inspections, and a full site Arboreal Report from our professional contractor. This report was produced on 26th July 2017. General inspections create actions including some tree lopping that took place on 10 May 2017.

Identifying Hazards and Incidents

- **SJCC - WHS PERFORMANCE REPORTS (KPIs):** WHS Performance reports including internal Audits and were completed each term.
- **Risk Assessments:** Many staff now understand their WHS responsibility to identify hazards and mitigate the risks through the Risk Management process and Risk Assessments.
- **Safety Notification Forms:** are the initial reporting process within the Safety Management System. These are completed by staff or visitors to report any accidents, incidents, injuries, near misses or hazards. These reports are documented on to the College WHS Incident/Action Plan and all corrective actions noted.
- **Curriculum Plant & Equipment Checklists:** are undertaken where they are deemed necessary: science fume cupboards, emergency showers and eyewash stations, and the home economics refrigerators. These checklists allow for better safety monitoring of the curriculum plant & equipment in use.

Inductions

- **WHS Inductions are conducted by Line Managers:** Under our Due Diligence, we are required by law to provide for all new staff, time to participate in a WHS Induction and any other WHS Orientation programs deemed necessary to work safely. Across 2017, 52 WHS Induction packages were created for commencing staff, including casual houseparents and ATAS tutors. This also included six renewal/refresher packs for long standing residential staff. We strive for continuous improvement in all areas of the College with greater accountability for Area Line Managers to complete them in a timely manner.
- **WHS E – Online Learning Manager:** This is the CCI/CEO Online WHS training units and modules. New staff across all areas of the College are required to complete either two or five units depending on their job description. All staff must undertake Mandatory Reporting awareness training, which is vital to meet our training compliance responsibilities. As this is required annually, staff who had completed training in 2016, undertook a 2017 refresher course. Staff who had completed other WHS online training units in 2014, were required to undertake a three year retraining in 2017, as required in the CEO Training Matrix.

Cathie Griffin

WHS Coordinator

Health Centre


Visits to Health Centre

School	Female	Male	International students	Day students	Total
St John's College	127	73	15	23	200

Satisfaction Surveys or Feedback Mechanisms

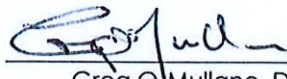
The College seeks feedback from Parents / Guardians at Parent Teaching Interview Evenings, however, this has been identified as an area for further development in 2018.

Endorsements



Cameron Hughes, Acting Principal
St John's Catholic College, Darwin

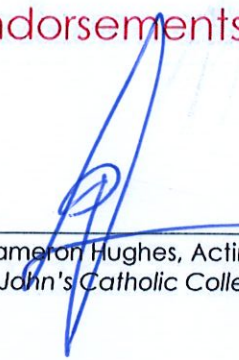
Date: 3/5/18



Greg O Mullane, Director
Catholic Education Office

Date: 15/4/18

Endorsements



Cameron Hughes, Acting Principal
St John's Catholic College, Darwin

Date: 3/5/18



Greg O'Mullane, Director
Catholic Education Office

Date: 15/4/18