

EVANGELISATION ACTION PLAN

SCHOOL: St John the Baptist Catholic Primary School, Gladstone **YEAR:** 2014

Our logo:

Our logo is a cross embedded in a large heart and encircled by red tongues of fire. The heart sits within flowing waters.

The St John the Baptist logo symbolises our desire to follow Christ by living the Gospel as Mary did.

The tongues of fire above the cross represent the light and the truth of Christ. Jesus said, "I am the truth". St John the Baptist was asked to remain silent about the truth of Jesus but he refused to remain silent and died for the truth. To follow his way, we must be true to our God and true to ourselves. We are reminded of this in our school motto. The cross is embedded in the heart as a sign of how we allow the Word of God to be entrenched into our lives and therefore all we say and do is in Jesus' name.

The heart is the Immaculate heart of Mary. It represented Mary's undying love for her God, her maternal love for her son, Jesus, and her compassionate love for all humanity.

The running waters symbolise the waters of the River Jordan, where St John the Baptist baptised Jesus, marking the beginning of his ministry on earth. Likewise, our Baptism signifies the beginning of our life with Christ.



Our history/founders:

The school developed from the vision of Fr John Smith, parish priest of the Gladstone Parish. He negotiated with Mr John Crabbe, a developer and benefactor to the Catholic Church, and the land was purchased in response to the city's anticipated industrial and population growth. The sale of the land was subject to one special condition. Mr John Crabbe requested the school be named "St John's" which was readily accepted because the terms of sale were so good. The school was officially opened on 5 August 1977 by Senator David MacGibbin and blessed by Rev. Bishop Wallace of Rockhampton. St John's was the second Catholic Primary school in the Gladstone Parish. On opening, the school catered for Grades One, Three, Four and Seven but, by 1979, all grade levels were catered for. The Marist Sisters agreed to be the founding order and Sr Margaret Cummins was the first Principal. The sisters were a presence until 1985 and since then, the school has been staffed by lay people. We strive to honour and remember the Marist Sisters as our school's founding order by encouraging all within our community to live the Marist Way in mirroring Mary as a quiet achiever who was Jesus' first disciple and attended to needs as she noticed them.

Our special religious character/patron saint/charism:

Characteristics of our patron saint, St John the Baptist, are reflected in our school motto, "True Before God, True Before All." Our school strives to prepare our students for the life ahead of them spiritually, academically, culturally, physically and socially, just as St John prepared the way for Jesus. St John's is a school where everything we do reflects Gospel values and all who work at St John the Baptist School strive to model the gospel values for the young people

in our community, to encourage them to live these same values. We celebrate the birth date of John the Baptist on 24 June as our feast day. As a school with a Marist heritage, we look to Mary to emulate her discipleship and commitment; doing what needs to be done in a quiet and unassuming manner.

Our mission/vision:

Our mission is to prepare the way for our students, so they know the truth of Christ, are true before God, true before all and lead meaningful lives, now and into their futures.

Our profile:

Currently our school has over 50 staff members which includes 26 class teachers, 4 speciality lesson teachers and 12 teacher aides and a student population around 530. As of 2015, we will be a three-stream school.

Prayer

How do we encourage to staff, students, parents to pray?

- Combined Catholic School's staff mass at the beginning of the year – all staff attend from each school. APREs from each school prepare this on a rotational basis each year, assigning roles to each of the different schools attending.
- Opening School Mass – all staff, students attend and parents are invited. The APRE prepares this in consultation with the school chaplain.
- End of Year School Mass – all staff and students attend and parents are invited. The APRE prepares this in consultation with the school chaplain.
- Special Masses are celebrated for key days or feast days – Beginning of Year, St John the Baptist Feast Day (24 June), the Holy Name of Mary (12 Sept), Catholic Education Week, Ash Wednesday and End of Year. The APRE prepares this, in consultation with the school chaplain.
- Liturgies of the Word are celebrated for special events – ANZAC Day (25 April), National Sorry Day (26 May) as well as a whole school Stations of the Cross ceremony. The APRE prepares this in consultation with the school chaplain.
- Class Masses: Each class celebrates their own mass once a year, usually held in their own classrooms. The class teacher, together with student input, prepares this in consultation with the APRE and the school chaplain.
- Combined Year level liturgies: Year levels visit the Star of the Sea Church once a year, to celebrate either a Liturgy of the Word or a Liturgy of the Eucharist as well as receive some input from the priest regarding the church environment – e.g. symbols, vestments, Stations of the Cross, Sacraments, the Mass.
- Sunday Parish Masses – two combined year levels attend the 6pm Parish Sunday Mass once a year. The teacher prepares students to read the Readings of the day, the Prayer of the Faithful, be involved in the Offertory Procession and possibly the opening and closing procession and present any displays.
- The School Prayer is said by the whole school each morning at whole school parades and assembly led by our school captains.
- Class prayers – at the beginning of the morning, before each lunch break, at the end of each day, special prayer ceremonies as part of a lesson during the week. These are either taken from the St John's School Prayer Book or composed by each class for the purpose.
- Staff Prayer – The staff pray at our Monday morning meeting at 8.00am and our weekly staff meeting. Teachers are rostered on to prepare the prayers for each week.
- Each special event begins with a prayer – Leadership meetings (“God’s Word” – Daily reflections), P & F and Board meetings, Year Seven Leadership Day, Staff Pupil-free days, Staff Retreat Days, Inservice Days, Yr 7 Leadership Day, Yr 7 Awards night, Prep Open Day meeting, Class information nights.
- As a whole school, we say the “Irish Blessing Prayer” (with right hand raised towards the student(s)) to farewell students and staff members leaving our school community.

- Children are encouraged to write their own prayers in class
- Classes are allocated students in our school who are preparing to receive the Sacraments that year to pray for daily.
- Classes are allocated Year 12 students to pray for in their final year of school studies.
- We have a St John’s Prayer Scope and Sequence to provide a framework for the teaching of formal prayers in class
- Teachers are expected to expose our children to a variety of prayer forms throughout the year
- Music ministry – liturgical music and singing; weekly whole school hymn practice
- Requests for prayers for those in our school community are included in our staff update
- Staff and students are encouraged to share personal prayers of intention or thanks at whole staff prayers or daily class prayer.
- All classes have a prayer space / prayer table to use as a prayer focus
- Prayer requests for staff, community members and family included in Staff Update
- Staff are invited to attend the Mass of the Oils in Rockhampton
- A period of silence is included within some of our Masses as a form of reflective prayer .

Who	What	Where	When
<p>APRE in consultation with Leadership team</p> <p>Teacher on prayer roster APRE</p>	<p>Create a sacred space for private prayer for staff and students</p> <p>Use the Diocesan Lenten Program as our prayer input at our staff meetings during Lent</p> <p>Invite all staff members (not just teachers) to our Monday morning prayer and meeting</p> <p>Lenten Program (condensed) to be included in school newsletter</p> <p>Grandparents Day / morning tea – include a prayer for grandparents</p> <p>Prayer at the start of Swimming and Athletics carnivals and Cross Country event.</p> <p>Prayer at the beginning of each day at school camps</p> <p>Prayer at the beginning of any class excursion</p> <p>Weekly prayer sheet – from Word of Life</p> <p>Prayer at the beginning of ‘Spirit Night’</p>	<p><i>School grounds</i></p> <p><i>Staff meeting</i></p> <p><i>Staffroom</i></p>	<p><i>Weekly during Lent</i></p> <p><i>Monday 8.00am meeting</i></p>

	<p>Prayer requests for staff, community members and family to be included in school newsletter</p> <p>Include a period of silence during the day as a form of prayer</p> <p>Make more use of Caritas prayers</p> <p>Students owning their own rosary beads</p>		
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Study

How do we encourage staff, students, parents to be continuous learners?

- Bishop's Inservice Day once a year (Term 1) – all staff members attend. Staff receive input from key speakers in the morning, followed by three free-choice workshops on a variety of topics.
- Staff Retreat once a year (Week 2 Term 4). All teachers attend and auxiliary staff are invited. The APRE prepares this, sometimes accessing guest presenters.
- School Newsletter input – prepared weekly by the APRE.
- Emails to teachers and / or other staff members giving information relevant to special days, events or just for general knowledge on a topic.
- Staff Meeting input / inservices– prepared by the APRE or given by an invited speaker on a given topic.
- Staff Update – key information is shared regarding upcoming events, topics, websites.
- Hard copy sheets giving key information regarding a variety of Religious topics.
- Purchasing resources for the Teacher and the Student Resource Library and informing staff of these new resources
- Religious Education resources from our school library as well as resources borrowed from the DCEO Resource Centre are displayed in the staffroom.
- Leadership team and staff members attend conferences and inservices or participate in e-conferences and then share key learnings in some form (further inservices, staff meeting) with the whole staff and parent community if applicable.
- Staff are selected each year to attend CHRISTOS (Leadership Retreat)
- Staff are encouraged to study 'Foundations' or Study Theology at the Botany Bay University
- Students are offered a wide variation of content to learn through the New Religion Curriculum under the 4 Strands of Morality, Prayer, Scripture and Beliefs
- Teachers of RE are invited to collaborate at weekly year level meetings sharing resources, pedagogy and experience.
- Annual Centacare talks for each year level highlight aspects of personal and sexual development.
- All students are exposed to the MJR program in class lessons and everyday talk with Year 6 & 7 students using a student workbook to do more intensive work in this program
- Teachers are invited to be a part of the Liturgy Planning Committee
- Visits to the church to celebrate liturgy and learn while in this environment
- Distribution of 'Inform' information sheets regularly
- Distribution of 'Australian Catholic Magazine' to all staff
- Catholic Reader made available for staff to read

- Staff all received a copy of the abridged version of the Catechism of the Catholic Church in curriculum boxes
- Inclusion of spirituality in not only RE lessons but other lessons as well
- Homilies at our whole school masses
- Special guest speakers – visitors from Third World countries visiting our parish speak to students and staff / key speakers at staff meetings / invited DCEO personnel to speak at staff meeting
- Visits by school chaplain to speak to class groups on specific topics

Who	What	Where	When
APRE	5 minute RE input Regular RE input meetings each term	Staff meeting Staff meeting	Weekly At least twice a term
APRE	Offer a survey to staff members re what they would like to learn more about (PD) for personal knowledge and / or knowledge to help with their RE teaching	Via email	yearly
APRE	Meet with teacher aides at least once a term to give some RE input - update on church issues, school events etc	LS room	At least once a term
APRE	Suggest some meaningful inservices for parents via the P&F meetings e.g Parenting Tips, Refugees – our mission, Highlight articles of interest in the weekly Catholic Leader, in the Staff Update Professional reading for RE staff about relevant topical issues and/or pedagogy Relevant journal articles/books etc made available in staffroom Encourage staff to make links and discuss in their class level meetings, how other KLA's connect with the Catholic faith	Email or hard copy in pigeon holes Displayed on staff table or book display rack	Once a month As received

Generosity

How do we encourage staff, students, parents to be grateful, to be stewards, to share their time, talent and treasure?

- IN Term 1, the whole school fundraises for Caritas through Project Compassion . Each class is given a Project Compassion box for students to donate loose change and this is taken to the administration office each Friday.
- Pancakes are cooked by volunteer parents on Shrove Tuesday and students contribute 20c for a pancake to go towards Project Compassion.
- Stewardship Program – Year levels across the school are encouraged to share their time, talent and treasures through focusing on different stewardship focuses under the broad headings of self, others and their environment e.g SVDP, self (healthy mind and body), Marist Mission school in the Philippines, recycling and energy monitors, endangered animals and pet care, the elderly, the environment.
The Stewardship Program has the following focuses:-
 - Prep classes make cards to have delivered by the Parish ladies, who visit the sick in hospital.
 - Year 1 students encourage the whole school to donate warm clothes and blankets during winter and non-perishable food and hamper items for Christmas time.
 - Year 2 students write to the elderly in a nearby retirement village and invite them to morning tea at school at least once a year.
 - Year 3 students fundraise to support programs for endangered animals as well as look to how they can make a difference to the sustainability of these animals through their everyday purchases and habits.
 - Year 4 students looks at recycling to make a difference to their environment.
 - Year 5 students support the local RSPCA through collecting food tins, collars, old towels and feed bowls as well as learn about the care of pets and the work of the RSPCA, participate in Cupcake day and promote the Million Paws Walk.
 - Year 7 and 6 students fundraise for a Marist Mission school in the Philippines
- Rockhampton Diocesan Appeals
- Project Compassion – as a Catholic Church aid agency we fundraise in each class and as a school, and advertise drives, send students to “Just Leadership” input days,
- Support a Student – Half the money collected from the Staff Melbourne Cup sweepstake is donated to Support-a-Student. Money from the sale of produce grown in the school Kitchen Garden is also donated to Support-a-Student.
- Special appeals – e.g. Flood appeals, bushfire appeals. As a whole school we donate to support these appeals
- Mentor / inservice / coach other teachers according to their special interests, talents and skills
- School Newsletter / class newsletter invitations to parents to participate in activities, come to the P&F meetings or help where needed.
- School Buddy program where older students are buddied up with younger students and they spend time together making things, playing together, sharing talents to teach a new skill or just being together to spend time with eachother and get to know eachother better.

- Pray and make cards / write letters for students in Year 12
- Meet, pray and make cards / write letters for students in our school community preparing to receive the Sacraments
- To support Project Compassion, individual classes are encouraged to fundraise and a whole school project can be organized by the APRE to raise funds.
- Our school community has been actively supporting the St. Joseph's Cathedral restoration appeal.
- 'St John's Got Talent' held every second year
- Whole school emu parades and general clean up expectation outside individual classrooms
- Encouragement to join in with 'Clean Up Australia Day'
- Staff team in Relay for Life
- Liturgy – music (band and choir) and ministries
- Liturgy Committee
- Parish fair
- Supporting CanTeen – Bandana Day coordinated by Year 7 students
- Year 7 students running the Games afternoon for other students on our Feast Day celebrations on 24 June
- Free Dress Day – mid-term and end-of-term
- P & F say thank you to staff with a luncheon on Teachers Day and the last day of the school year.
- Affirmation given for Cultural and Sporting students on parades
- Individuals and families in need provided for through the Reach Out Group
- Social Club committee plan entertaining and interesting activities to promote staff unity
- Drought Appeal
- ANZAC Day participation – Dawn services, 10.30am march in Gladstone
- Parents and teachers volunteer to coach school teams in different sporting codes
- The student Marian Justice Group determines what charities we will support from the monies collected at the mid-term free dress days.
- Students learn about sustainability through growing vegetables and herbs in the school vegetable garden and using this produce to cook healthy foods.

Who	What	Where	When
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Class teachers	Look at 'Acts of Kindness'. During Lent, each class set some act of kindness they will work on e.g. write to soldiers.	In classes	During Lent
APRE	Staff are invited to support Australia's Greatest Morning Tea with all proceeds donated to The Cancer Council.	staff	Once a year
Class teachers	Staff and students are invited to wear something red on the Day for Daniel and teachers discuss the meaning behind this with their students	In classes	Once a year
	Start up 'Attitude of Gratitude Wall' again. A whiteboard or pin board where staff can write a vote of thanks for a favour they have received from another staff member. These can be removed each week ready for a new batch of 'thank you' messages.		
	This can be extended to individual classes— each week write on a post-it note something they are grateful for. This can be used in class or at liturgies as reflection of faith in action.		
	Clearly identify a fundraising policy for TCC that reflects the mission and ethos of TCC as a Catholic school.		
	Peer tutoring – older students who are early to school could read to younger students before school commences	In the Chavoin Centre	Each morning
	St John's Way Awards to have more of an MJR focus and on 'Acts of Kindness'		

Evangelisation:

How do we win/build/send staff, students, parents?

How do parents, staff members and their children learn about the RCIA [Rite of Christian Initiation], Sacramental Preparation programs or programs such as Catholics Returning Home?

- *Newsletter / website information for parents giving details of mission, vision, motto, emblem, RE curriculum, charism, prayers, special events and ceremonies, feast days,*
- *Emails sent by APRE to staff informing of programs, PD, retreats, Parish events, etc*
- *As a whole school and in individual classes, we follow the MJR (Making Jesus Real) program which seeks to develop within all, a way of life where we recognize Jesus in daily living and seek to mirror Jesus in our words and actions*
- *We support and advertise CHRISTOS, Call to Be, Courage to Teach seminars or special retreats*
- *Encourage dads and their kids to get together for fun activities*
- *School weekly awards affirm students who are models of Christian behaviour and strive to reach their potential*
- *A 'Thought for the Week' is included in the APRE school newsletter input with the intention to prompt some personal reflection.*
- *Speakers are invited to speak to the staff on church issues etc to help further staff knowledge and commitment.*
- *MJR input is regularly given on parade to introduce a new 'topic / jingle / focus' or to encourage continued effort re a previous 'topic'.*
- *MJR information is included in the school newsletter when a new 'topic / jingle / focus' is introduced to the students to encourage parents to support the program at home by using the same language.*
- *The school chaplain or invited guest speakers share knowledge on given topics at staff meetings, retreats or special events to further personal knowledge and commitment to our Catholic faith.*
- *The school notice board advertises special events and meetings at school*
- *Inform information sheets are regularly handed out to teachers*
- *The Staff Update informs teachers of key knowledge, programs and notices*
- *Information is posted in the newsletter, in emails and on our school website on the Sacramental program for staff and parents*
- *Year 7 Leadership Camp inspires students to engage more with their faith and become leaders in the school.*
- *The Marian Justice Group meets when required to discuss ways they can support local causes.*
- *The New Religion Curriculum units offer practical components where each student is encouraged to engage with the theme of the unit and its key questions in a real life context.*

- Parents are invited to all whole school and class liturgies
- The Parish-run Sacramental Program for staff or students is available for those who wish to become part of the Catholic community.
- We have a non-discrimination policy with regard to admission of new students and families
- Students sharing at assembly
- Modelling and witnessing by staff and parents of Catholic ethos, morals and values- setting examples in everyday work at school by staff and at home by parents
- A Behaviour Program that challenges students who are displaying inappropriate behaviours in the class or on the playground
- The MJR and Buddy program encourages students to become familiar with each other and interact with each other.
- Sharings in RE lessons by students and teachers
- Singing engaging religious hymns at liturgies
- Religious symbols around the school
- Band visits to nearby aged care facility
- St John's Award presented at the Year 7 Awards night to a Year 7 student who has shown consistent and concerted efforts to live the school motto 'True Before God True Before All'

Who	What	Where	When
APRE	Post Parish notices in our newsletter informing of RCIA and Catholic Returning Home program or any pastoral care initiatives.	Newsletter	As required
APRE with the support of a couple of dads	We are seeking to establish a Dad's Group to build a supporting environment for dads as well as dads and their children. Activities will be for dads only at times and other times include dads and their children. E.g. bowling, footy viewing, travel to a Brisbane game	Newsletter / on assemblies	At least twice a year
APRE	Encourage the support of Fair Trade – support Catholic values	Through school newsletter / orders from school	When ordering school materials
APRE	Promote Parish guest speakers to staff and school community	In newsletter and Staff Update	When guests are visiting the Parish

