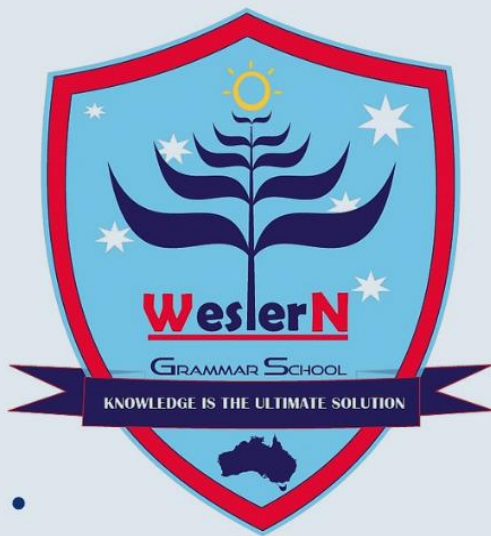


WESTERN GRAMMAR SCHOOL



2021 ANNUAL REPORT



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About this Report

Western Grammar School (**WGS**) is a trading entity of “**The Contributors Society Pty Ltd (TCS)**”. TCS is a registered educational institution holding the registration certificate issued by the New South Wales Education Standards Authority (**NESA**) from Kindergarten to Year 12. The Contributors Society Limited is a non-profit organization, approved authority for the registration system formed under Section 39 of the NSW Education Act 1990. As per the constitution of TCS, the school board is appointed by the members of TCS for the term of two years. The school board governs and oversees the major affairs of the school.

The Annual Report 2021 of Western Grammar School provides important information and an overview of the school's academic achievements and performance for year 2021. It represents the progress of the school in all areas including but not limited to the quality educational environment and academic opportunities provided to all students. It also outlines the impact of key school policies and procedures required for the learning of young Australians. The school Annual Report (AR) also outlines new initiatives undertaken by the school during the year 2021. AR 2021 demonstrates performance of the school to the community, school board, TCS council and other related authorities. Annual Report 2021 is one of the compliance requirements of New South Wales Education Standards Authority (**NESA**).

The Annual Report is a key form of communication that provides important information to the community. Other means of communication such as newsletters, admin notes, website, face book and text messaging are regularly and commonly used by the school to provide constant and essential information to the community, parents and members of the school board. The printed copies of the 2021 Annual Report are available upon request to our office staff. This report is also available on school website link: **www.wgs.nsw.edu.au**.

Please contact the school reception for the printed copy of this report if required.

Principal: **Mr. Irfan Afzal**
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Email: info@wgs.nsw.edu.au
principal@wgs.nsw.edu.au
Website: **www.wgs.nsw.edu.au**

Chairman's Message

The 2021 school year at Western Grammar School was another year of performance and excellence under the leadership of Principal Irfan Afzal and his senior executive team.

Alhamdulillah, despite the ongoing challenges of COVID-19, WGS had a very successful year, and the framework for online learning that was developed in 2020 was improved upon during the shorter lockdown periods faced in 2021. WGS both maintained its responsibility to keep its community safe and also ensured that our students continued to receive quality education, whether online or in-person.

Year 2021 saw us fulfilling the 9 years of schooling service starting with 7 students in 2012 to now passing 300 students. This achievement came with many challenges such as demand of school growth, influx of enrolment applications, issues with DA approvals for further development of infrastructure, impact of pandemic Covid-19 on teaching methodologies at short notices and etc. These challenges enhanced the skill and experience of WGS management and staff that lead to strengthened our passion to serve our youth and community.

Since 2012, our school has grown significantly and now caters for students from Kindergarten to Year 12, with our fourth cohort of HSC students graduating in 2021 with creditable grades including 4 Band Sixes (above 90%) and 17 Band Fives (above 80%) by improving the school rank from 440 to 272. For a young school, this is an excellent accomplishment. Our primary goal of becoming a leading school in Australia is fast becoming a reality, attainable through the hard work and passion of the school's management and staff and the continued support of the community. School is planning to recognise this growth and the confidence placed by the community by having a formal 10-year celebrations in 2022.

The School Board and the Principal have worked very hard to fulfil the needs of the community and we hope you will continue to support us as we grow. Western Grammar School has continued its proud tradition of community engagement by involvement in numerous community initiatives and programs and we thank you for taking part in those meetings and gatherings at our school.

On behalf of the School Board, I would like to acknowledge and express gratitude to the staff of Western Grammar for their dedication and hard work, and to the students, parents and members of the community for their continued support for the school. I also would like to express the School Board's appreciation of the leadership of our Principal, Mr Irfan Afzal, for his unconditional commitment to the school.

It is a privilege and honour for the members of WGS board to work for this great institution in order to continue serving the community. The board is committed for the growth of WGS in terms of capacity, infrastructure development and quality educational environment to deliver effective learning. We endeavour to enable our graduates grow into effective, confident and ethical young Australians who will be recognised by the society as valuable and responsible citizen of Australian.

Subhan Ali JP

**B. Arch, RAlA, Grad.Dip.BS, Grad.Cert.FM, CFM
Western Grammar School
Board Chairperson 2019**

School Profile

Western Grammar School is a co-educational school located in Plumpton that started its operation in March 2012. The school caters for students from Kindergarten to Year 12.

School's Motto / Slogan

Excellence Through Learning

School's Mission Statement

Our mission is to provide quality education in a caring environment producing ethical, resilient, life-long learners.

School's Values

WGS (Western Grammar School)

Work

Grow

Succeed

SCHOOL'S VISION

Our vision is to be an exceptional Australian educational institute based on Islamic teachings.

School's Educational Philosophy

Our educational philosophy is vastly based upon the following inherited beliefs derived from the Quran and Sunnah. It also includes the teachings of great people in history.

- **“Read, with the name of God, who created you”** (Al-Quran)
- **“Seek Knowledge from the cradle to the grave”** (Prophet Mohammad (PBUH))
- **“He, who opens a school door, closes a prison”** (Victor Hugo)
- **“What we want is to see the child in pursuit of knowledge and not the knowledge in pursuit of the child”** (George Bernard Shaw)
- **“Education is transmission of Civilizations”** (Will Durent)
- **“Who dares to teach must never cease to learn”** (John Cotton Dana)

Our Aims & Objectives

The School's main objective is developing the whole personality (intellectually, spiritually, socially and physically) of the young students in addition to the development of their individual talents and abilities in order to live a peaceful and prosperous life.

- Provide opportunities for students to develop their potential in a safe and supportive educational environment.
- Provide quality education in the Key Learning Areas as stipulated by the New South Wales Education Standards Authority (**NESA**).
- Establish an educational environment based on the welfare and well-being of students.
- Encourage our students to be critical thinkers, problem-solvers and creative individuals.
- Encourage teachers to seek professional growth that enhance their teaching skills and strategies.
- Promote effective communication amongst students, parents and teachers.
- Uphold the Western Grammar motto and school rules.
- Promote the achievement of excellence among students.
- Emphasise co-operation and teamwork as essential skills of life.
- Help and encourage positive relationships with students, parents and the community.
- Prioritise the teaching of basic skills in literacy and numeracy.
- Provide a balanced educational experience for pupils covering all areas of the curriculum to recognise and develop different abilities.
- Encourage maximum effort and regard for achievements at all levels.
- Provide opportunities to further develop ICT skills.
- Seek and encourage a two-way contract between home and school for mutual trust.
- Utilise the extensive potential and interest of the parents for the ultimate benefit of the students.

School Year 2021

In 2021, WGS graduated the forth batch of HSC with distinguished achievements and this was a great milestone for the school. One of the significant achievements for WGS during 2021 was the success of HSC students with great results and bringing school from rank 440 to 272.

The school is in the process of improving the primary and high school sections. More proficient staff have been employed to provide quality teaching and coaching to the primary and high school students to improve educational standards of WGS.

For the development of infrastructure and facilities school have already purchased more property to meet the demand of future inevitable growth. During the year 2021, the school staff explored the options of finding larger parcels of land for the expansion and future growth. The DA in progress is for the construction of building 3, underground parking and playground area is in progress. Unfortunately, during the year 2021 our application for master plan

development was turned down by the LEC. However, we are confident that with the approval of current DA, and with the construction of building 3, underground parking and other amenities WGS will have sufficient facilities to cater the need of at least 420 students. The school has also purchased more land that is required for the purpose of future inevitable growth of the school.

Academic Performance – 2021

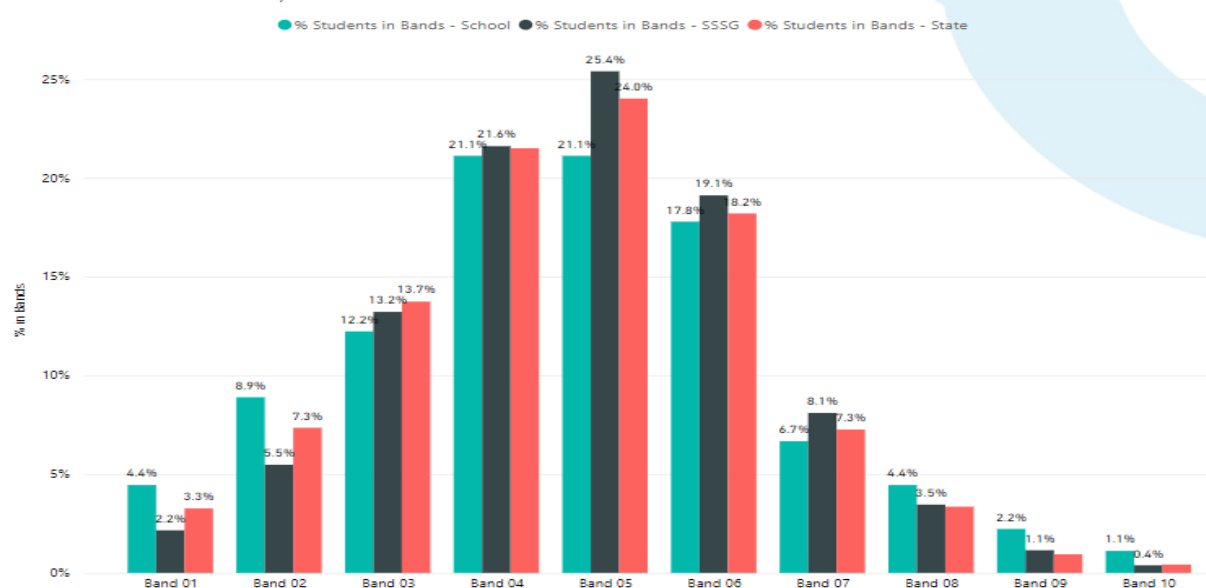
NAPLAN - 2021

Students have achieved significantly higher results as compared to the 2019 NAPLAN results, and WGS stood as one of the leading schools in the Blacktown and Penrith region. WGS has shown a very stable growth in the percentage of bands throughout the five domains. The school gained a higher percentage of Band 7 and 8 showing 22.48% and 16% percentage of bands respectively than that of SSSG and state schools. WGS’s main focus has been to identify gaps in literacy and numeracy standards early in the year through Progressive Assessments Tests and improving these standards by introducing Prime Maths in primary school for mathematics, Cambridge for Mathematics in High School, Get Reading Right in Kindergarten to Year 2, Reading Eggs for literacy in Primary school, engagement of students in the Premier Reading Challenge.

Below mentioned are the 2021 overall NAPLAN results for years 3,5,7 &9.

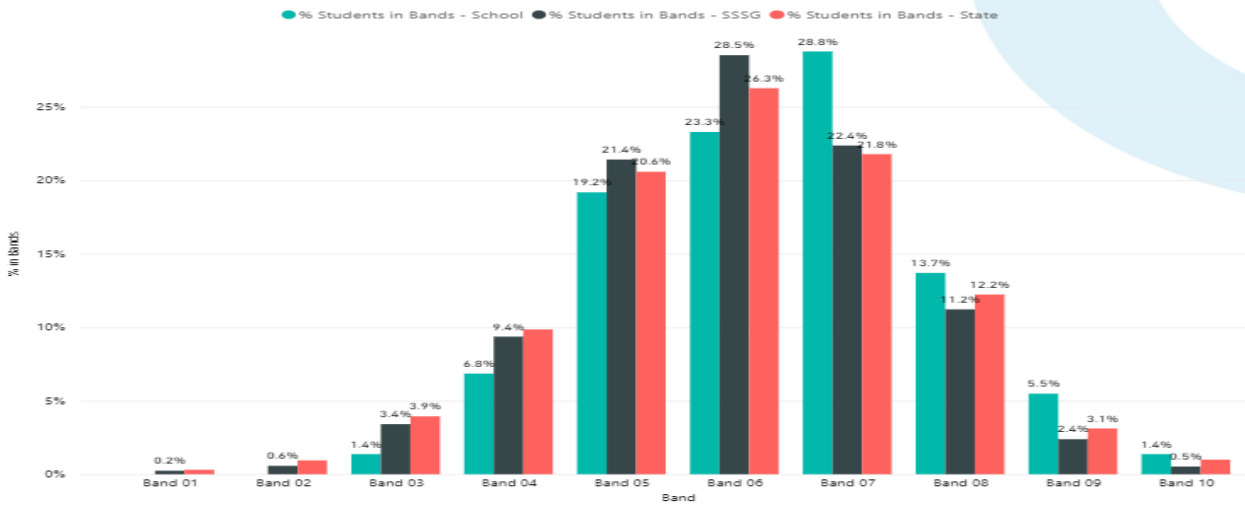
Overall bands of Year 3 for 2021

% Students in Bands - School, SSSG and State



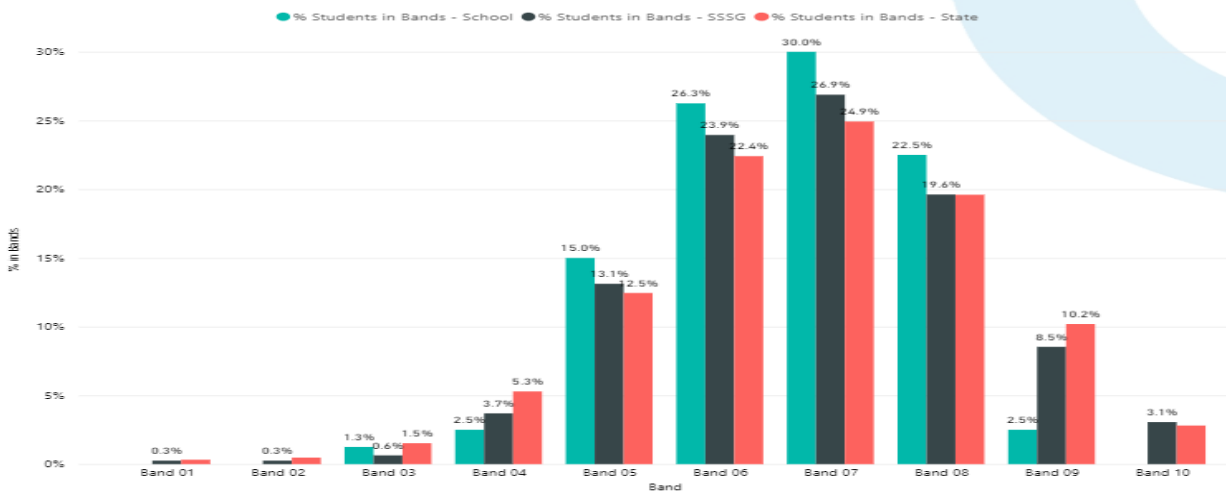
Overall bands of Year 5 for 2021

% Students in Bands - School, SSSG and State



Overall bands of Year 7 for 2021

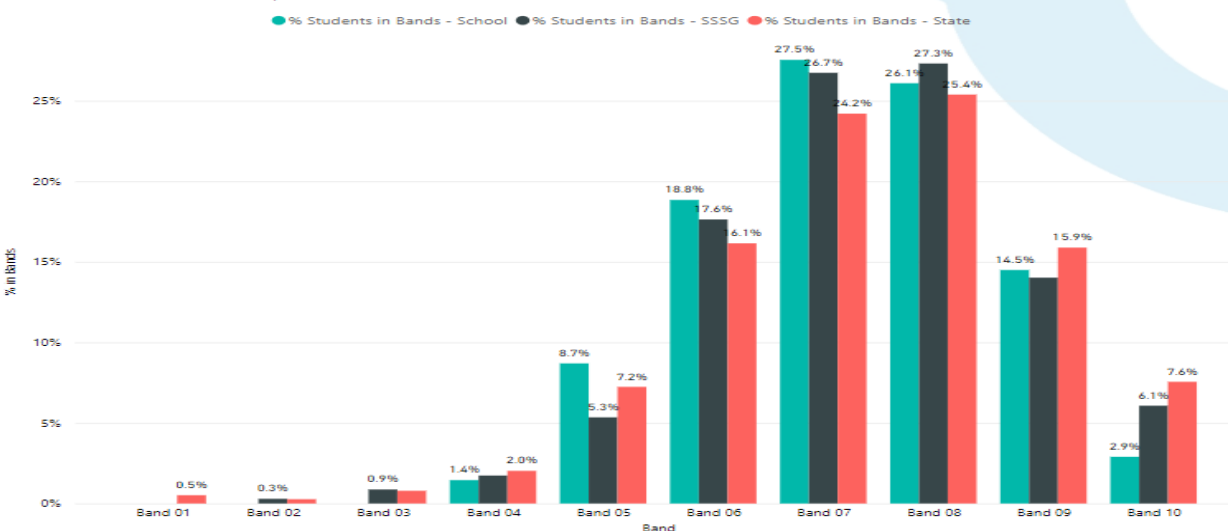
% Students in Bands - School, SSSG and State



The overall performance year 7 for bands 5, 6, 7 and 8 remained above national average and performance of all other similar schools of the state. 94% of our class students stood above the national average and the other similar schools (SSSG).

Overall bands of Year 9 for 2021

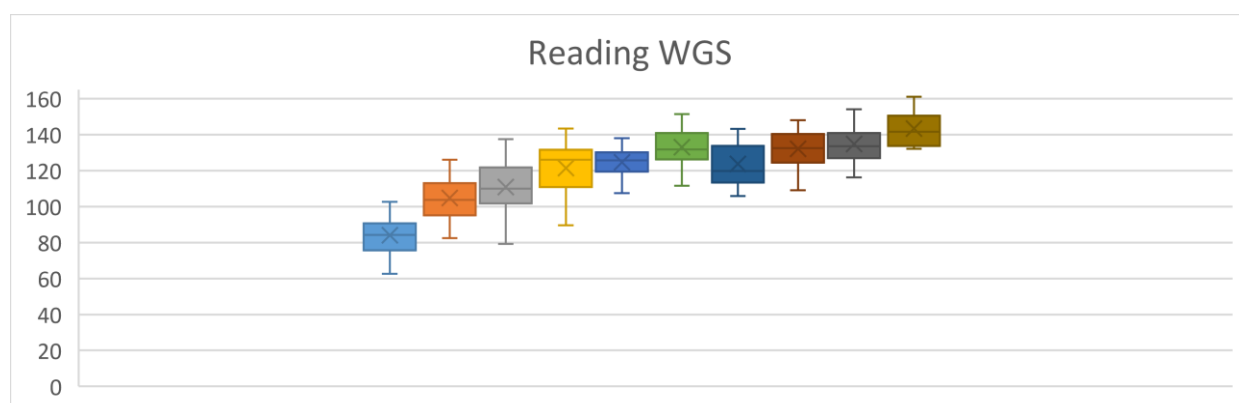
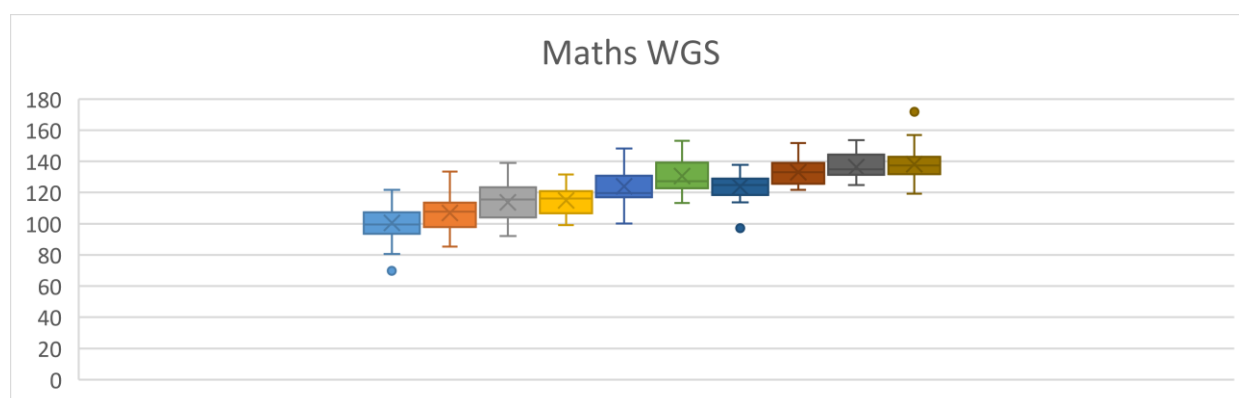
% Students in Bands - School, SSSG and State



The performance of year 9 was also outstanding and overall class performance for bands 5, 6,7 and 8 remained above national average and performance of all other (SSSG).

External Assessment Programs

In 2021, WGS introduced the Progressive Assessment Tests (PAT) which have been created by Australian Council of Educational Research (ACER). The domains in which the students were tested are Grammar and Punctuation, Mathematics, Reading and Spelling. The tests were designed as multiple-choice questions. In November 2021, the results of students from Kindergarten to Year 10 in Mathematics and Reading are shown below in the graph.



As compared to the nationwide results of 2016, WGS has performed well. The average scale score comparison in Mathematics and Reading between WGS and the nation is shown below in the table:

Average Scale Score Comparison- WGS vs Nationwide 2021				
Year Group	Mathematics		Reading	
	WGS	Nationwide	WGS	Nationwide
1	99	93	83	85
2	107	103	105	100
3	114	111	111	110
4	115	117	121	119
5	124	123	125	125
6	130	127	133	129
7	124	130	124	132
8	133	134	132	135
9	136	136	135	137
10	138	139	143	140

Moving forward, WGS aims to have an overall growth target of 2% by the end of 2022.

Other Internal Assessment Programs

The school also use several internal assessment programs such as Half Yearly Exams, assignments, projects and Yearly Examinations to monitor the student performance in order to enhance their academic level. WGS also use multiple competitions and challenges to improve the academic level of the students. It is school's policy to provide maximum support to improve the academic level and standards of the students. The school senior staff regularly monitor students individual study plan.

High School Certificate (HSC)

The HSC students were greatly affected by the Covid pandemic and having to learn on the online platform was difficult. However, the 2021 Year 12 cohort did remarkably well in their HSC exam by achieving 4 band sixes and 17 band fives. All WGS staff and management are proud of the accomplishments of our Year 12 students. All our students of HSC cohort 2021 are enrolled in university courses. We commend the HSC teachers for their hard work and support.

HSC RESULTS ANALYSIS OF WGS STUDENT BATCH OF 2021													
S/NO	BANDS	BIOLOGY	BUSINESS STUDIES	CHEMISTRY	ENGLISH STD	ENGLISH ADV	MATH STANDARD 2	MATH ADV	STUDIES OF RELIGION 2	PDHPE	TOTAL	Marks	PERCENTAGE
1	6		1			2			1		4	90% - 100%	7.27%
2	5	1	2		3	1	1		5	4	17	80% - 90%	30.91%
3	4	3	2		2		1		2	2	12	70% - 80%	21.82%
4	3		4		3		2	2	2	4	17	60% - 70%	30.91%
5	2	1					1		1	1	4	50% - 60%	7.27%
6	1							1			1	35% - 50%	1.82%
TOTAL		5	9	0	8	3	5	3	11	11	55	0	100%

As per below table 7.3% of our students were distinguished achiever during 2021.

School Name	Year	Rank	%	DA	BE Percentile	Exams Sat	Year 12 Students	Category	Region	Locality
Western Grammar School	2020	440	2.3 %	2	→	86	17	Non-government	Metro	Plumpton,NSW,2761
Western Grammar School	2021	272	7.3 %	4	→	55	11	Non-government	Metro	Plumpton,NSW,2761

Numeracy and Literacy Strategies

Literacy and numeracy are important for the success of students for their academic achievements and career aspirations. WGS has a consistent and vital literacy and numeracy approach which is included in our teaching programs. WGS has multiple activities including learning support classes that are conducted to assist the students facing difficulties in the English language. WGS has an established learning support department that provides opportunities and coherent frameworks to support students throughout their schooling time at WGS starting from Kindergarten.

Our school is dedicated to providing rich, engaging and relevant literacy experiences to enhance the knowledge of our students and develop their proficiency as learners. During 2021 students participated in many enjoyable literacy-based activities including write a book in a day, writing competitions, debating competitions, book week, Premier Reading Challenge, and National Literacy Week. These events were highly successful and continue to encourage our students to develop and appreciate a love for reading and reward students for using their creativity and imagination in their writing. Literacy is the single most important part of education. Without literacy, all other learning is impossible. Without the core skills of literacy and numeracy, learning in all other key domains will be a struggle. This often leads to lower access to further studies and limits all forms of good job prospects for an individual. We recognise that numeracy, like literacy, is a crucial pillar of learning and an indispensable component of our school curriculum. We strongly believe numeracy is about students having the confidence to choose and use mathematics skills they learn at school in everyday life, as well as in the classroom.

During 2021, the school has provided more IT equipment and software for students to enhance their computer related skills. The school library has 26 computers which was utilised by primary and high school students to develop their understanding about the digital education. Get Reading Right, Prime Maths and Reading Eggs were the major programs used for the improvement of literacy and numeracy level in primary school during 2021. In 2021, most diagnostic tests and NAPLAN were conducted on the online platform

Technology Supported Learning

At WGS Information and Communication Technologies (ICT) is thoroughly implemented into various lessons as an alternative method of teaching. School approach is to prepare students for the demands of rapidly evolving global market by facilitating learning in a technology-rich environment where students and teachers develop understanding about powerful learning and teaching. Technology and computers became an integral part of education, the school has long term and short-term plan to continuously keep on improving its ICT infrastructure and facilities. The school currently has fully equipped computer labs for all students. Additionally, new chrome books and iPads were purchased during 2021 in order to facilitate students learning during the difficult time of Covid Pandemic.

Almost every general-purpose learning area is fully equipped with projectors and AV system. IT resources and facilities were provided for the learning teaching of all KLAs. IT network, computers, devices, and Internet access are closely maintained by our IT department who also provide all users with the support they need. For HSC student's extra technology was provided under supervision to complete their tasks and assignments during their formal and informal assessments. Having regular access to a personal computer at school was essential for their progress. Therefore school equipped HSC students with additional IT equipment and services during school hours.

WGS senior staff and teachers are fully aware about the adverse effect and disadvantages related to the misuse technology and social media. In order to address these issues and concerns close monitoring and supervision was arranged and senior staff ensured that the students have safe and supportive environment for their learning.

Student Enrolments

As per previous years influx of enrolment applications were received during 2020 for the admissions of 2021. Unfortunately, due to the very limited available spaces only handful number of students were enrolled for 2021 and priority was given to the siblings of existing school students. This is an evidence for the rapidly growing image of the school in local community. Therefore, it is clearly foreseeable that further growth and development of facilities is imminently and urgently required.

WGS enrolments are governed by the school's enrolment policy. This policy is available on the school website. Parents wishing to enrol their child at Western Grammar School are required to complete an enrolment form and pay an application fee. The parent/guardian of the child must undertake to meet their financial responsibilities for the ongoing enrolment. They should also advise the school admin staff of any standing court order or issues that may impact the learning of their children. Identifications documents and documents of custody, if applicable, must be attached with the enrolment application.

For a copy of our enrolment policy visit our website at www.wgs.nsw.edu.au or contact school office.

Procedure for Enrolment

The parents/guardians of students must properly fill the admission application form, and application forms must be accompanied with the following supporting documents:

- Birth certificate/Citizenship documentation
- Immunisation records
- Information regarding any allergies/medical conditions
- Information regarding asthma and/or anaphylaxis and supporting action plans
- Two recent school reports (if applicable)
- NAPLAN results (if applicable)
- Information relating to any special needs, diagnosed disabilities, or gifted/talented
- Relevant court orders (if applicable)

When the completed application form and fees are received, the admin will notify the parents/guardians of a date when their child will require to sit an entrance exam for the assessment of students' entry level. After the exam and interviews, the assistant principal and deputy principal or any designated senior staff oversees the procedure of due diligence and prepares a report for the principal for an approval of admission. Senior staff review the student's performance along with academic and behavioural records from previous schools. If the student is accepted, the school will issue an admission offer letter specifying the conditions of enrolment. Upon accepting an offer of enrolment, Term 1 and building fees have to be paid in advance.

A withdrawal form has to be filled if a parent wishes to withdraw their student. The school may review the student's enrolment and may suspend or expel any student under special

circumstances. Parents are required to read all relevant policies including the school enrolment policies before signing any documents.

The student number is reflected in the table below as per census of August 2021.

Enrolment status as at Census August 2021	
Primary (K-6)	192
Secondary (7-12)	129
Total =	321

Student Attendance

WGS monitors student attendance in a responsible and diligent manner. Late arrivals need to report to the office to fill in late notes to explain the reason for coming late to the school. This procedure is adopted to monitor student's late arrival which gives the school an opportunity to address these issues of punctuality or attendance. Every necessary step is taken to ensure that our students are punctual in their attendance.

Parents/Guardians of students need to explain the reason for the absentees of their child if he/she is away from school regularly. WGS has embraced this methodology to guarantee that students are protected and their non-appearance from the school is explained and justified. Communication with parents/ guardians has proven to be exceptionally successful method for monitoring student's attendance.

Parents of students who are absent from school are contacted on a daily basis to find out the reasons for their absence. WGS has adopted this procedure to ensure the safety of the students and their absence from the school are justified. Contact with parents has proven to be a very effective way of maintaining the attendance of students. Medical certificates are required when students are away for extended periods of time due to health issues. Western Grammar School's attendance policy is available on our school website.

Parents/ guardians of students who wish to apply for long leave for reasons other than sick leave are asked to fill a carer leave form and provide the reasons for non-attendance from school. The parent/carers should apply for leave ahead of time and leave is subject to approval by the Principal. It is advisable that parents must not make travel arrangements prior to the consent of leave approved by the Principal. It is also recommended that parents/guardians should limit their children's absence from school and plan holidays in school breaks as this could impact students' learning and academic performance. Extended sick leave and unexplained nonappearances will be informed to the school liaison officer. Student records will be kept for a period of 7 years. The school can deregister students due to their unexplained and unreasonable absence from the school.

Student Attendance Record of 2021

ATTENDANCE 2021				
Class/ Year	Semester 1	Term 3	Average	Absence
Year 1	95.29%	95.90%	95.60%	4.40%
Year 2	93.31%	95.52%	94.41%	5.59%
Year 3	95.00%	97.09%	96.05%	3.95%
Year 4	93.57%	97.47%	95.52%	4.48%
Year 5	96.05%	98.48%	97.26%	2.74%
Year 6	97.11%	97.36%	97.23%	2.77%
Year 7	94.42%	96.19%	95.30%	4.70%
Year 8	93.86%	95.94%	94.90%	5.10%
Year 9	90.96%	92.57%	91.76%	8.24%
Year 10	87.91%	89.48%	88.70%	11.30%
Overall Average	93.75%	95.60%	94.67%	5.33%

Note: The overall attendance of the school students has been pleasing as most class attendance is above 95%. The table above gives a clear picture of the student attendance in Semester 1 and Term 3. According to the 2021 attendance data collection Western Grammar School has an overall average for Year 1-10 student attendance as 94.67%.

Outline of Key Policies

Western Grammar School aims to provide education for children in a safe, supportive and nurturing environment. The School will teach the NESA curriculum and Islamic Studies subjects to cater for the needs of enrolled students. Parents and students are expected to support the values and ethos of the school.

Enrolment Policy

As per school enrolment policy the sibling of the WGS existing students will have the first priority for admission in the school subject to the fulfilment of enrolment criteria and available vacancies. Students who are offered position and enrolled are required to adhere and comply with all school rules, policies and procedures to maintain their enrolment.

The entire policy is available on the school's website at www.wgs.nsw.edu.au

Welfare

Western Grammar School has a proper department for the well-being of students. It is clear understanding of the school and the school management that for the better academic

achievement student's well-being and welfare is a foundational requirement. In addition to legislative requirements, it is part of the school objectives to provide a safe and supportive environment based on the welfare and well-being of the students. To achieve this the school has policies, procedures and programs in place. The school board and senior management fully understands the importance of student safety and welfare. Student welfare goes beyond academic performance to include the physical, spiritual, emotional and psychological well-being of students.

Despite the challenges presented by the Covid Pandemic which required a brief period of online schooling, several welfare and wellbeing events and programs were held in 2021. These included: sun-safety week, harmony week, a disability services centre excursion by Year 10 students, anti-bullying week, and a Year 6/10 Peer Support Program. These events helped students outside of the classroom to develop the important values of respect, empathy, kindness and belonging.

Students also had the opportunity to raise money for charity as well as for a women's refuge locally. The welfare team continued to support students from disadvantaged families by providing uniform, textbook, groceries, and transport assistance.

The school counsellor continued to assist students in 2021 with techniques and strategies to manage challenges associated mainly with unhappiness, anxiety, academic decline, and social skills. Both primary and High School students see the counsellor on a regular basis. Students have benefitted greatly from her continuous efforts with helping in anger management, disruptive behaviour, aggression, study focussing issues, bullying, anxiety, stress and family issues. Knitting sessions at lunch as a relaxation/focussing have also been a focus for the school counsellor

With the increasing number of students requiring assistance, a pastoral counselling service was added in 2020 with the school's religious studies staff allocated time to assist students using a spiritual healing framework. Mental health and wellbeing continued to be a major focus of the welfare team. Many students have benefitted from our Pastoral Counsellors throughout 2021. All sessions are logged on Sentral, our school software.

The following are also part of our welfare program run in 2021:

Anti-Bullying Program: Encouraging students to help and support their peers.

The WGS Breakfast Club – The Well-Being team provides breakfast for students every Monday, Wednesday and Friday. This initiative was well received by students. It is run in conjunction with the WGS SRC and the Year 12 students.

Parenting Program - All programs are marketed via email, Skool Loop, Class Dojo, text message and on google classrooms. Our first program for T2 was very successful with positive feedback from staff and parents.

Policies and Procedures

In 2021, WGS revised and/or introduced the following policies, procedures and guidelines:

No.	Policy / SOP
1	Grievance policy
2	Grievance - SOP
3	Enrolment Policy
4	Student Attendance Policy
5	Education Context, School Mission & Vision
6	Newsletter - SOP
7	Fees & Regulation - SOP
8	Uniform - SOP
9	Haircut - SOP
10	WGS School Plan

Child Protection

The safety, protection and well-being of all students is of fundamental importance to Western Grammar. The School has a range of different obligations relating to the safety, protection and welfare of students including:

- a. A duty of care to ensure that reasonable steps are taken to prevent harm to students;
- b. Obligations under Child Protection Legislation; and
- c. Obligations under Work Health and Safety Legislation.

The purpose of WGS' Child Protection Policy is to outline the obligations imposed by Child Protection Legislation on the School and on staff, contractors and volunteers and to provide guidelines as to how the School will deal with child protection matters.

Key Legislation

In March 2020 legislative changes were made to Child Protection. WGS undertook a review of its policy and incorporated the changes in a new policy which was issued in August 2020. The new policy is available on the school's website at www.wgs.nsw.edu.au.

There are four key pieces of child protection legislation in New South Wales:

- the *Children and Young Persons (Care and Protection) Act 1998* ("**Care and Protection Act**");
- the *Child Protection (Working With Children) Act 2012* ("**WWC Act**");
- the *Children's Guardian Act 2019* ("**Children's Guardian Act**")
- the *Crimes Act 1990* ("**Crimes Act**").

Further details regarding Child Protection Policy of Western Grammar School is available on our website www.wgs.nsw.edu.au or can be obtained from our office or by contacting our office.

Anti-Bullying

Western Grammar School's anti-bullying policy and procedures are underpinned by the Islamic values of individual respect and the celebration of diversity. The school has a comprehensive approach of dealing with all forms of bullying. The policy is directed at both preventing bullying from occurring with a multifaceted, whole-of-school approach and responding effectively to incidents of bullying.

The school aims to promote a wholesome culture where the reporting of bullying is encouraged. The school is committed to a process that seriously and sensitively responds to reports of bullying and provides procedures where the victim is cared for holistically and the perpetrator's misbehaviour is managed positively. The anti-bullying plan for 2020 included ongoing preventative strategies focussing on positive behaviours such as respect, safety and kindness. Appropriate and consistent disciplinary measures were adopted for the care and compassion of the student. Anti-Bullying week was conducted in March 2020 to enhance the importance of problems related to the bullying and their damaging impact on the students.

The Anti-Bullying Policy is available on the school website www.wgs.nsw.edu.au or can be obtained from the school office.

Complaints and Grievance Policy

Western Grammar's Complaints and Grievance Policy aims to provide clear, positive and procedural fairness that allows grievances to be aired and resolved in a timely and effective manner. This policy is being implemented with positive, clear and effective processes for resolving grievances that may occur in the school, with staff, students and community members. This policy and procedure assist in building strong relationships, reducing anxiety, and ultimately providing students with an enhanced educational environment.

Discipline and Behaviour Management

Western Grammar School's behaviour management philosophy is based on a supportive and preventative discipline model. The school's behaviour management philosophy is not limited to shaping student actions, rather it aims to shaping attitudes to develop intrinsic characteristics like self-respect, self-discipline and God-consciousness.

At WGS every effort is made to manage positive behaviour of students. We offer support in terms of one-on-one sessions to see how we may overcome the issues students are facing. Managing disruptive, disorderly and problematic behaviour by some students is one of the challenges faced by teachers and the school management. It is therefore imperative that staff are trained and equipped to effectively manage student behaviour. WGS management regularly organises professional development sessions on behaviour management for staff.

The School Rules for students were reviewed and amended in 2020. Policies related to the Discipline and Behaviour Management are available on the school website www.wgs.nsw.edu.au or can be obtained from the school's office.

Student Awards

At Western Grammar School awards are given to students in recognition of their learning effort, academic achievement, creativity, leadership demonstrated, school sport representation, participation in community service activities, and excellence in conduct and attitude. The presentation of awards provides the school community an opportunity to acknowledge the achievements of the students and to celebrate their achievements with them. Through school awards and scholarship policy, WGS hopes to create an environment in which students realise that high standards of effort and achievement in all areas are expected and shall be rewarded.

In 2020 the Awards Policy was reviewed and amended to include tuition fee scholarships for DUX awards and cash prizes for outstanding HSC achievements.

Safe and Supportive Environment

Western Grammar School board and management understands the importance of policies and procedures that are required for safe and supportive educational environment. A safe and supportive environment is the foundation for a successful educational institution and is essential to ensuring students' welfare and academic performance. The school uses positive and motivational measures for behaviour management. The school's Discipline Policy, Award Policy, Student Welfare Policy, Anti-Bullying Policy, Complaint Resolutions Policy, Pastoral Care Policy and various other policies are implemented to manage the behaviour of students and to maintain the school educational environment. The school's management ensures that staff receive first-aid training. Annual mock evacuation and lock-down drills were also conducted in 2020. Bullying, discrimination and anti-social behaviour is not acceptable at Western Grammar School.

Corporal punishment is not allowed at Western Grammar School. The school awards' system is used to motivate the students. Detentions are designed to retain or seize the privileges from students for a short time. Severe measures as suspension and expulsion are only used in exceptional circumstances and as a last option to maintain a safe and supportive educational environment for all students.

Security at WGS is a priority and this is an area where all staff receive continuous training. In 2020 the comprehensive security improvement plan that was initiated in 2019 was continued. Funding received from the federal government was used to support the implementation of this plan.

Academic & Extracurricular Activities in 2021

Covid-19 – Online Schooling

By the end of March 2020, the World Health Organisation declared the rapidly spreading Coronavirus outbreak a pandemic. More than a year on, schools across Australia have continued to experience Covid-19 interruptions in every state with many teachers, students and parents required to implement online learning as a viable alternative to the traditional model of teaching in a classroom.

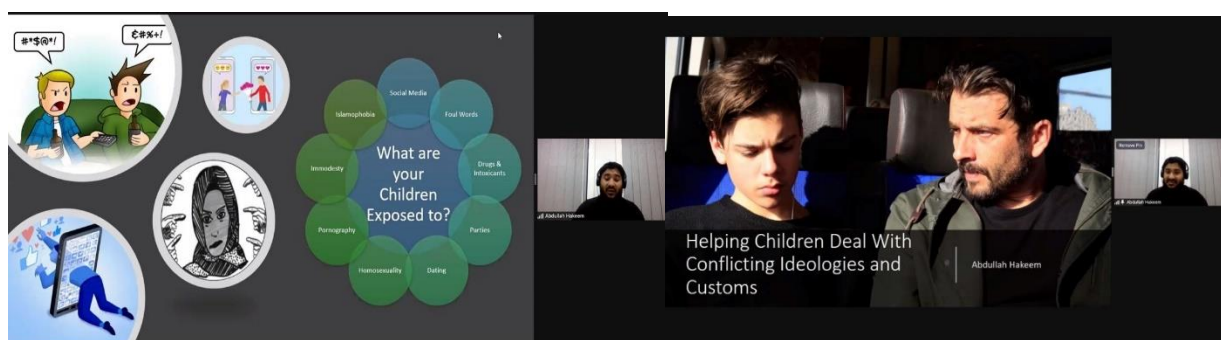
During this time, Western Grammar staff continued to display courage to WGS students in this challenging time. With lock down measures in place, Western Grammar implemented creative ways to stay connected during the school holidays. This included online Parenting Programs, innovative competitions and fun-filled challenges.

WGS Parenting Program

The Principal, Mr. Irfan Afzal launched a new program aimed at helping parents and carers develop improved awareness and skills to effectively parent school-aged children. A range of topics were covered throughout the year during face-to-face and online sessions. This included:

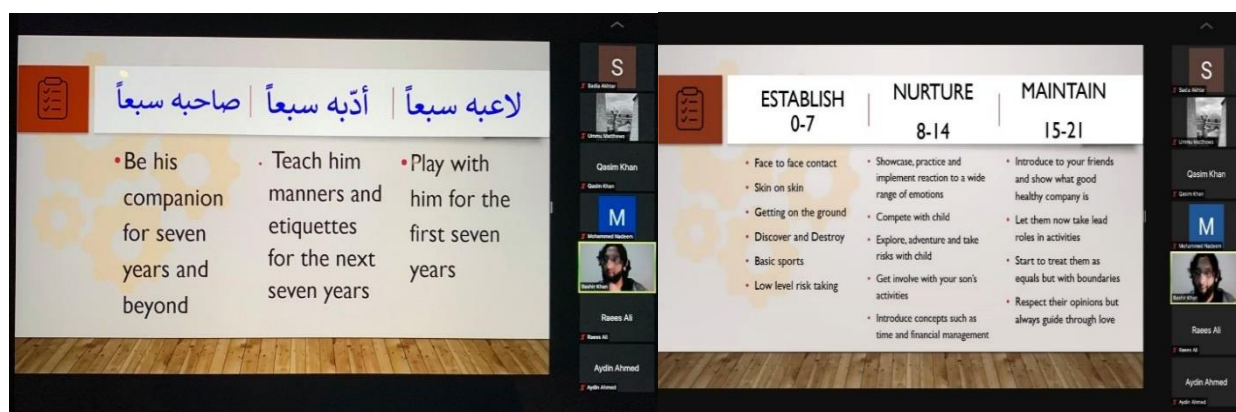
Conflict Management

Tackling a very difficult yet real topic, WGS Islamic Studies Coordinator, Mr Abdullah Hakeem, explored many important concepts and stated evidences from the Quran and Sunnah. He enlightened the audience about the parent's responsibility in raising children in safe environment, knowing what our children are exposed to and the effect these exposures have. He further discussed the importance of understanding conflict management and how to manage this with our pre-teens and teenagers.



The Father and Son Connection:

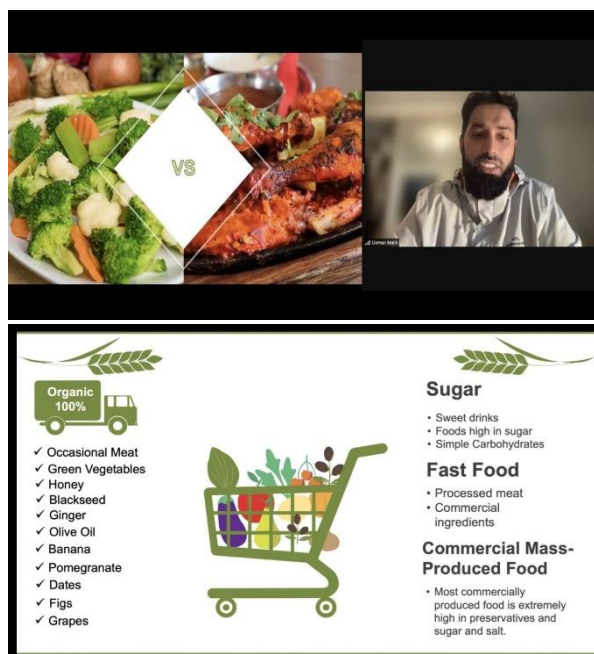
The Father and Son Connection was conducted by the WGS staff as one of the parenting workshops on the topic "The Father and Son Connection". Many families attended and it was immensely beneficial talk with many wonderful points for all fathers to take away.



Healthy Food and Living

During the lockdown period HS senior staff member delivered an online parenting workshop about healthy food and healthy living. He gave practical tips and helped us rethink about the way we understand healthy food and exercise. Furthermore, tools to build one's healthy food ecosystem was provided. Some focus points were touched base on included creating an awareness of balance in food through building our knowledge on our food choices. Further implementing subtle changes would lead to a powerful and positive practices in our lives. How to initiate change in food and exercise was also provided.

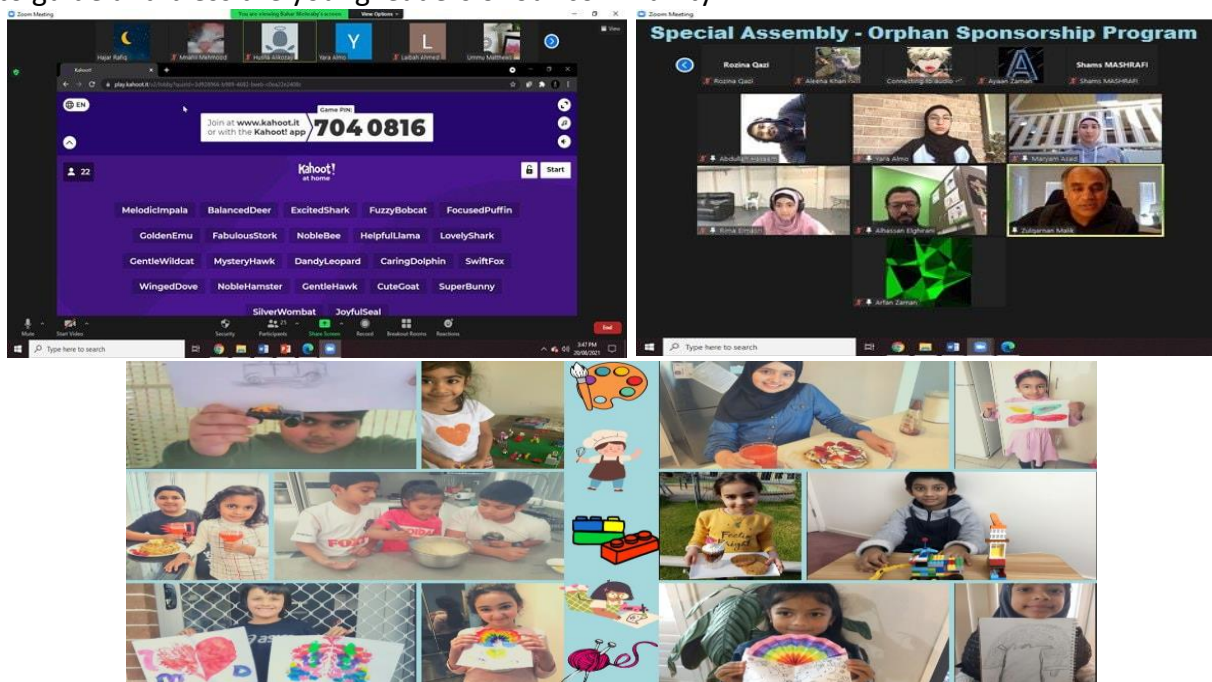
Total 16 parenting programs were delivered by the senior staff of WGS during the year 2021.



Student Representative Council Events

Leadership during lockdown

It is said that a true test of leadership occurs in difficult times. Here at Western Grammar, we cannot be prouder of our young student leaders who have continued to uphold their duties throughout Term 3 and 4 of remote learning in 2021. Over several weeks, our high school SRC ran a number of events to help their peers and the wider community. They organised weekly Zoom workouts, multiple Kahoot sessions, scavenger hunt & online escape rooms. Most importantly, they worked with the primary SRC to pioneer an ongoing charity project by starting an orphan sponsorship program. As a result, our current and future students will be responsible for the sponsorship of 14 orphans from 5 countries (Afghanistan, Bangladesh, Pakistan, Somalia and Yemen). On Thursday the 16th of September, a special assembly was held and a virtual cheque was presented to a representative of Human Appeal Australia by Mr Z Malik for the first 6 months of sponsorship. We pray that Allah SWT accepts the efforts of the SRC, and continues to guide and bless the young leaders of our community.



Recycling Fun

The Primary SRC team kick started term 4 with yet another innovative competition for students whilst on remote learning. The competition involved creating a project of their choice using recycled materials in their home. Students were encouraged to become as creative as possible and thinking outside the square.

This competition proved to be quite difficult to judge as many students showcased designs and models that were amazing to say the least. Each class has a winner for the Primary competition. The winners were applauded for their hard efforts.



Welfare Events

Face 2 Face Learning returns for all

After months of online learning, we welcomed the remaining staff and students back at school a few weeks in to Term 4. The faces of joy and excitement said it all.

Everyone was happy to be back at school. And... what better way to say: “we missed you and welcome back” than with food! Our Wellbeing and Admin Teams put on a special sausage sizzle for all on this first day back and needless to say, it went down well.

We thank and praise Allah for allowing us to reunite face to face with our students and pray that He, The Almighty, safeguards us all and makes this a memorable and beneficial term.



R U OK? Event

At Western Grammar staff, students and parents were asked to reflect on the question, Are You Okay? The day was highlighted with a presentation at both assemblies by Welfare Coordinator Ms Matthews, reminding everyone of the importance of checking in on each other

and starting genuine conversations that demonstrate care and compassion for each other. Zoom galleries were filled with R U OK logos, some students and staff dressed in yellow and throughout all lessons people were initiating conversation around checking up on each other. A worthy reminder for all, Western Grammar School aims to remind the wider community that today and every day thereafter: ask, listen, act and check-up regularly on others.



Other Events

Debate Competition

Western Grammar once again had the opportunity to be a part of the Islamic Schools Debating Competition in 2021. Our students participated in two categories for the debates, the first being the Harun Cup (Yrs. 7/8) and the second being the Musa Cup (Yrs. 9/10).

The students displayed a great amount of resilience, dedication and teamwork throughout the course of the competition, never giving up hope, even during the transition to online debates and the changes that came with that. With their hard work and efforts, both our teams made it to the semi-finals of the competition. Congratulations to our Stage 4 team (Yrs. 7/8) who emerged victorious in the grand final of the competition and have successfully become the winners of the Harun Cup!



Online Eid Scavenger Hunt and Escape Room Challenge

On Monday 26th of July, the Islamic Department organised an online Eid Scavenger Hunt for the primary students and their families. An online Escape Room was further organised for the high school students. This competition was set up to create a fun-filled family event giving students, parents, and teachers some excitement during the lockdown especially during our

religious holiday, Eid. Primary students were tasked to find items in their home that was in line with the theme "Going to Hajj" and planning an "Eid Party". High school students were tasked to solve puzzles and riddles and to help save a teacher.

Students, parents and teachers had a great time participating in the competition. Congratulations to all the winners and well done to everyone who joined.



WGS Annual Quran Competition 2021

Western Grammar School held its annual Quran Competition for 2021. Students who made it through to the final round did an outstanding job memorising the selected chapters and recited beautifully on the day making it difficult for the judges. We are extremely proud of their efforts and want to congratulate them for their achievements. Parents of the finalists were able to view their child's recitation live online. There were four to five judges for each group and the results were then tallied and finalised.

A special assembly was held to announce the Quran competition winners. Certificates were given to all participants and as well as medals, trophies, gifts, and cash prizes to the 1st, 2nd, and 3rd positions in each group.



Iftaar Nights

Traditionally, Muslims break their fast at sunset by eating a date and drinking water. As we celebrated Ramadan at WGS, Iftaar were held for Y3-6, High School Girls and High School boys. Students participated in sports events, an Islamic quiz, Quranic recitation, an inspirational talk and collective supplication. It was a very spiritual and fun-filled event.



Sports Events

WGS Olympic Games

WGS Primary students were involved in bringing the 2021 Olympics Games to our homes. This event was initiated by our dynamic SRC team, to enhance student well-being during remote learning, as well as to bring some well-deserved attention to important global events such as the Olympic Games. The students celebrated the achievements of athletes around the world by engaging in an art competition. Students showcased their creative talents through various artistic mediums. We thank all students for their contributions to the "Olympic Games Art Competition 2021". Congratulations to all the winners and well done to all the participants



Harmony Cup

On Monday 24th May Year 5 and 6 students represented WGS at the Harmony Cup Inter-School Basketball Competition. The students played short 10-minute games against various Islamic schools in the Western Sydney region. These events allow Muslim students to interact with others from our local community in an environment that promotes shared values. Both boys' and girls' teams played very well, showing remarkable courage, team spirit and sportsmanship. The students had a great day filled with laughs and excitement and will look forward to the next round of competition Insha'Allah.



Farm Excursion

On 10th of March 2021 Kindergarten and Year 1 went on their first excursion of the year to Calmsley Hill City Farm. The bus ride there was full of excitement, anticipation and big smiles. All classes had an educational tour guide farmer who informed students about farm animals and took them around the farm. Students enjoyed and were highly engaged during the 'Stockwhip Demonstration', 'Working Dog' and 'Sheep Shearing' shows.





Harmony Week

Harmony Week activities were held at school on the 25th of March. Primary students participated in activities including creating posters, songs, dress, flags and phrases. WGS teachers taught students in classes the importance of celebrating our cultural diversity and promoting inclusiveness, respect and a sense of belonging for everyone.



Morning Tea with Principal

The Principal's Morning Tea for term 2 was held in Week 10. The event is held to recognise the efforts and dedication students have demonstrated towards their academics and behaviour throughout the term. WGS Principal, Mr Irfan Afzal presented the selected students with a certificate, gifts and an appetising morning tea to reward their efforts and achievement. Congratulations to all recipients! May you continue to serve as great role models to your peers and be consistent on the path to greatness. Well done!



High School Events

Alumni Forum

At Western Grammar, our sense of community does not stop after the HSC, which was evident in today's Alumni Forum. Our classes of 2018, 2019 and 2020 were invited back to discuss their plans and experiences, and share advice with our current senior students. Students had the

opportunity to ask questions and seek guidance from their seniors and more experienced former WGS peers. We pray that our students continue to grow in their worldly aspirations.



Cyberbullying Workshop

Senior Constable Steven Stopford, a School Liaison Officer, spoke with our students about harassment and assault. The engaging workshop taught students the importance of showing respect to others and how to stay safe. This included taking safety precautions when online. Students were given practical steps to take when experiencing cyberbullying. Overall the session was well-received.



Disability Centre Visit

Year 10 students, accompanied by Assistant Principal and welfare team visited the My Home Disability Centre in Birrong in order to hand over a cheque of \$4,600 that was collected by WGS students, staff and families. It truly was an eye opening and heart felt visit for students as they interacted with the centre’s residents. The visit was further enhanced by a ‘feature creature’ presentation where all students received a chance to get up close and personal with some friendly reptiles, big and small. A wonderful experience that left everyone very excited. Handing over the cheque, however, was the highlight, as we anticipate the wonderful things that can be done to make the centre a better home away from home for all residents and their carers’.



Iftaar with Premier of NSW

The Principal, Mr Irfan Afzal as well as high school captains were privileged to attend the NSW Premier’s Iftar dinner last night. The special event was held to mark the month of Ramadan with Premier Gladys Berejiklian.



Nan Tien Buddhist Temple

On Thursday 27th of May, the year 11 and 12 students visited the Nan Tien Buddhist Temple in Wollongong for their Studies of Religion excursion. The students had a guided tour of the complex followed by a practical lesson of Chinese calligraphy and origami. Students then enjoyed lunch and prayer at the beach before returning to school.



Year 12 Graduation

On 3rd of December 2021, HSC students celebrated their incredible milestone at their annual graduation and formal ceremony. The eventful night was filled with many laughs, tears and joy, as the success of the graduates was brought to life. It was a wonderful heartfelt occasion as family, friends and staff members of WGS recognised their honourable achievements. The graduates received medals to highlight their success throughout the year and special awards for outstanding students as well as novelty awards to add humour to the night.

The students reciprocated the kindness from the teachers by warmly gifting them thoughtful presents, thanking them for their constant effort and dedication, alongside many speeches that erupted the audience into laughter.



All School Events

International Women's Day

On Monday 8th March, staff and students at WGS engaged in a series of events to acknowledge the vast contributions of women from the past and present. Purple hijabs were worn to commemorate the symbol of "justice" and discussions were held with students to challenge cultural stereotypes which do not form part of the faith. With the theme of 'Choose to Challenge', both male and female students were educated about the ways in which they could challenge bias and stereotypes in our communities in order to advocate for a sound understanding of Islam's perspective about women.



Seek to Speak Public Speaking Competition

On Thursday 25th March 2021, Western Grammar School held our second annual Seek to Speak Public Speaking Competition grand finale. Alhamdulillah it was a successful event that saw four competitors compete for the titles of Junior & Senior Champion. After a tightly contested final, Ubaidullah Hasim was crowned Junior Champion & Rufaidah Saputra awarded the title of Senior Champion - our warmest congratulations to them both!

During the event there were elements of audience interaction where students got to participate, and teachers were also given some difficult questions! Our winners, as well as our runners up, were awarded custom competition trophies to keep as memo ilia from the event.



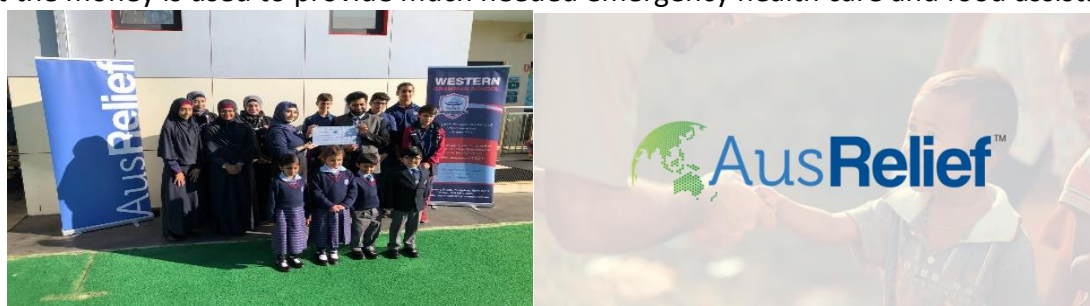
Clean Up Australia Day

As part of the Clean Up Australia Day initiatives, students at WGS were escorted by teachers to Plumpton and Alroy Park. Students energetically participated in cleaning and disposing of rubbish to promote a cleaner and more sustainable local environment. Recyclable bags and gloves along with biodegradable plastic bags were used for safety purposes. The students will continue their learning this week, by pledging to continue to ... "Step up....to clean up". Step up actions suggested by students have been to reduce unnecessary paper wastage, recycling and reusing products and cleaning their playground after recess and lunch.



AusRelief Charity Drive

Students and staff of WGS raised \$10,200 for the humanitarian aid organised by a group of year 12 students. These students were affected by the recent humanitarian crisis and wanted to contribute to ease the suffering of victims. They motivated students and staff to donate through a week-long fundraising campaign. Significantly, two classes collected more than \$1,200 each—Kindy and Year 9. Well done to all students and their families who donated generously showing concern for those less fortunate. The money collected was presented by WGS Principal Irfan Afzal to a representative of the charity, AusRelief, on Friday 4 June 2021. The charity will ensure that the money is used to provide much needed emergency health care and food assistance.



National Sorry Day

WGS conducted National Sorry Day activities at school to acknowledge the strength of the Stolen Generations Survivors and reflect on how we can all play a part in the healing process for our people and nation. While this date carries great significance for the Stolen Generations and other Aboriginal and Torres Strait Islander peoples, it is also commemorated by Australians right around the country. Year 3-6 students wrote apology letters which were mailed out to the National Sorry Day committee to be sent out to Aboriginals and Torres Strait Islander people to read. Primary students completed the National Sorry Day hand activity which was displayed on the bulletin board. Secondary students watched a related video and wrote reflections in class.



Australia's Biggest Morning Tea

On Friday 21st of May, Western Grammar School participated in Australia's biggest morning tea. This is a community event in which money is raised to assist those impacted by cancer. Leading up to the day, students engaged in a class competition to see which class can raise the most money. On the day of the morning tea, there was an abundance of support with staff bringing a variety of different food to sell. Students also showed initiative through their active role in preparing, selling and purchasing goods including mini pizzas, croissants, fruit cups and more. Almost \$3000 was raised for the cause. We pray that the proceeds raised will contribute towards a cancer free future for all of us.



Parent Satisfaction and Feed Back

Parent feedback is one of the most important factor and source of information that could help school administration to improve the standards of education for the students. Unfortunately, majority of the parents do not actively participate in the events and information sessions organised by the school for their knowledge and understanding about the parenting role required for the best achievements of their children. During 2021, multiple methods were used to obtain a proper feedback from the parents. It is important to emphasise that parents' feedback is fundamental tool to improve the performance of our students and our academic standards. WGS believes in giving importance to the feedback of parents and adhering to a proper, constructive and productive feedback of the parents. It is important for the parents to give priority to participate in giving proper, balanced and fair opinion.

Multiple opportunities were provided to the parents including but not limited to the parent-teacher's face to face interviews twice a year. WGS staff are directed to understand and accommodate any point or concern raised by the parents, staff is trained to consider all possible options and to follow up with the parents regularly until their concerns are resolved. During 2021 parent teacher interviews were conducted via phone and zoom. From primary school, 96% parents participated and around 85% parents of high school participated in these interviews. Parents gave pleasing feedback and they showed high level confidence and trust in regards to the teaching and learning methods of WGS staff. In addition to these formal interview's other channels of communication such as newsletters, admin notes, text messages, face book, Skool loop, Dojo, functions and parenting awareness sessions were used to display school performance during 2021. School board and management is extremely thankful and appreciative for the support from the community, parents and staff.

Western Grammar Teaching & Other Staff Profiles in 2021

Teaching staff at WGS are registered, accredited and are endorsed for teaching Australian curriculum as per standards and requirements of NESA. The number of staffs is increasing every year due to the rapid growth of the school. We have a good rate of staff retention due to our pleasant and productive working environment. We are building a group of exceptionally devoted, faithful and dedicated individuals. It is another measure for the performance of WGS.

The staff at WGS is qualified and possessing high expertise and passion for teaching. They were provided extensive amount of support and opportunities for professional development and learning by the senior staff and management. WGS has exceptionally positive, productive and pleasant working environment. Transparency and professionalism is a priority when resolving and addressing staff concerns to maintain the positive and pleasant work environment of WGS.

Teacher's Standards & Rate of Retention

All of our teaching staff holds Australian qualification. During 2021 45% of teaching were proficient and remaining are in the process of gaining proficiency. The school has policies and procedures in place to regularly enhance and maintain the teaching standards of the staff.

The rate of retention at WGS is significantly high and satisfactory, however as usual few staff left the school during 2021 for personal reasons including travel and distance from the school. Majority of our senior management and senior staff have been working since school's inception, during 2021 the staff rate of retention was more than 95%, that is remarkable and considered to be a positive indicator.

Educational Environment

The educational environment of WGS is significantly admirable. Students at WGS are displaying enormous improvements in their academic levels due to the safe, protected, steady and wonderful environment provided for their learning. Bullying is not allowed in any circumstances and is firmly dealt with by giving students better chances to accomplish their objectives and academic success at WGS.

At WGS it is ensured that students and teachers cooperate in a productive and task-oriented environment that is helpful in dynamic instructing and learning. Each individual in the learning process supports the other, regardless of whether it be a specialist, researcher, instructor or student. Staff at WGS ensures that the educational modules are adaptable and receptive to the students' different educational needs. This diversity enables us to expand upon every student's ability to create as a self-coordinated and versatile student, when they are ready. The school is regularly progressing towards its prime objective of becoming one of the best educational institution and an icon for the local community. As a whole learning and teaching environment at Western Grammar is dynamic, multidimensional and producing great results.

Student with Special Needs

WGS caters for NCCD students with minor learning difficulties and issues such as ADHD and autism. However, WGS is not specialised to cater for the students with special needs. WGS believe in a holistic principle, which focuses on the social fitness for both present and future of students. In accordance with the NSW Curriculum results, the programs for WGS are drawn from the Australian Curriculum and NSW Syllabuses. WGS additionally attempts to broaden areas of Literacy, Numeracy and Personal and Social Capability for those students who are using individualized educational modules.

WGS gives a Learning Enhancement Program, which is an innovative and multi-faceted program that gives a strong basis for future educational programs. It is an extraordinary way to help the students with special needs. WGS staff understand that students learn at different levels and absorb knowledge at different rates. We have set up customized instructing projects to help those students who take in information more gradually or need extra help, while in the meantime permitting the individuals who are requiring enhancement, the chance to push themselves further. During 2021 the students with special needs were provided more attention and resources for their learning through continuous adjustment to the educational modules.

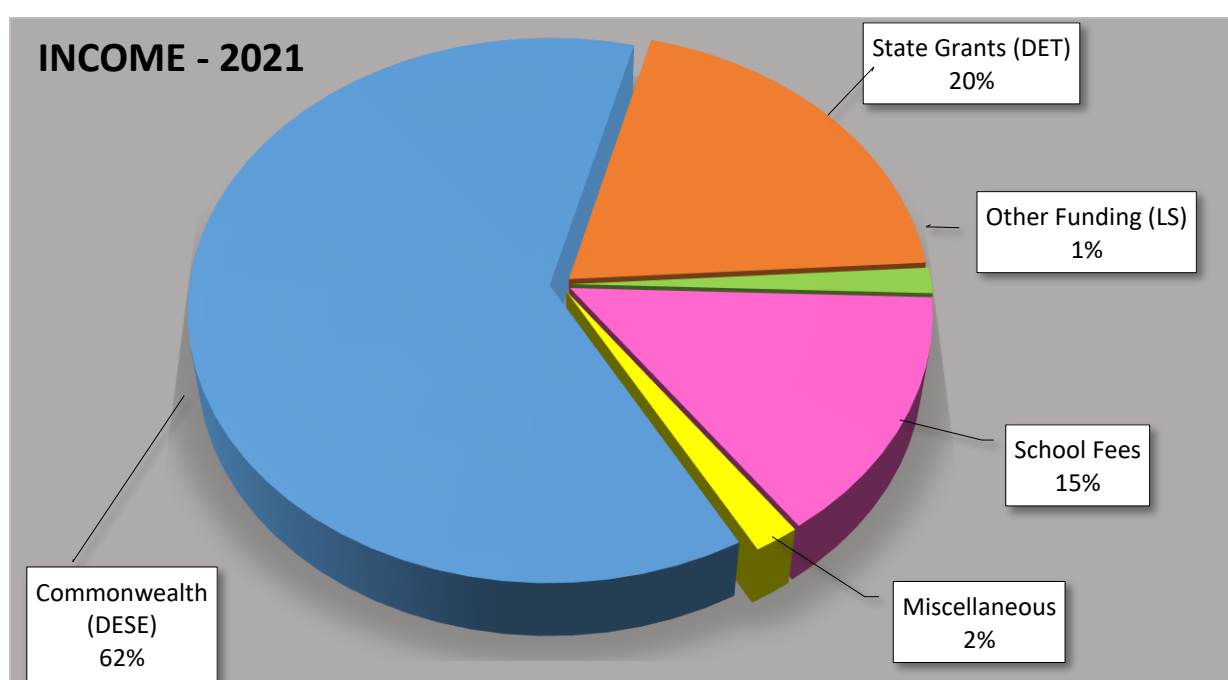
Staff Training & Professional Development - 2021

WGS gives paramount importance to the professional development and training of the teachers so they could equip themselves to perform their level best. During 2021 a comprehensive schedule of professional development (PD) and training for the teaching staff in order to develop their educational standards and skills was implemented. Due to the requirements of NESAs for the maintenance of teaching standards additional opportunities and support were provided throughout the year. Representative from AIS were invited to present sessions for our staff to keep their skills up-to-date and to keep pace with the changing trends and new curriculum requirements. During 2021 online PDs for the staff were organised due to the impact of Covid-19. PDT sessions were extremely effective in helping the teachers to enhance their skillset and teaching abilities. School senior staff led most of the sessions this year, eight to ten days were allocated for the formal staff PD sessions in addition to the ongoing meetings and various other sessions conducted by the senior staff throughout the year.

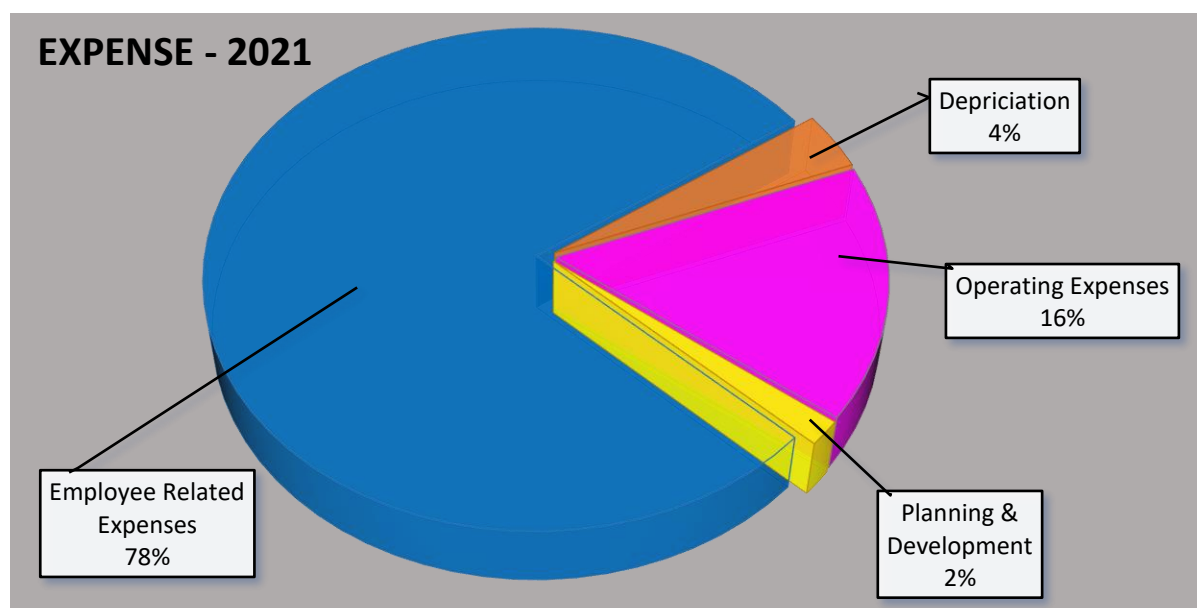
WGS board members also received online governance training from the senior trainer of AIS, this is regular annual sessions undertaken by the for their understanding of school governance and operation. Experts from the educational and various other fields are always given priority for the staff training and development. Programs and courses related to student issues and challenges regarding their mental health and their precautions were also conducted in 2021.

Financial Summary - 2021

Income: The major income school received was from Commonwealth Grant (62%), State Government Grant (20%) and fees and others (18%).



Expenditures: From the total expenses 78% were employees related, 16% were operating expenditures and remaining 6% were from planning and development and depreciation categories. The school remain financially viable during 2021.



Conclusion

Western Grammar School celebrates another year of success despite the Covid-19 pandemic, school continued its operation and provided excellent educational environment for the proper learning of students during 2021. The performance of the school is in line with the school board directions and expectations. The academic performance, growing number of the students and rapid expansion are striking evidence that indicates that educational standards and image of the school is being recognized and supported by the community. The school board has provided vision beyond 2025 and the progress towards achieving the development of Master Plan is on its course. In 2022, WGS is looking forward to celebration of 10-year anniversary for the recognition of achievements, outstanding performance and accomplishment of 10 years objectives in line with the vision and mission of the school.

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