



**WESTERN
GRAMMAR
SCHOOL**



2022 Annual Report

**WORK
GROW
SUCCEED**

Table of Contents

About this Report	3
Chairman’s Message	4
School Profile	5
School’s Motto / Slogan	5
School’s Mission Statement	5
School’s Values	5
SCHOOL’S VISION	5
School’s Educational Philosophy	5
Our Aims & Objectives	6
School Year 2022	7
Academic Performance – 2022	7
NAPLAN - 2022	7
Academic Performance – 2022	11
External Assessment Programs	11
Other Internal Assessment Programs	12
High School Certificate (HSC)	12
Numeracy and Literacy Strategies	13
Technology Supported Learning	13
Student Enrolments	14
Procedure for Enrolment	14
Student Attendance	15
Outline of Key Policies	16
Enrolment Policy	17
Welfare	17
Policies and Procedures	18
Child Protection	18
Key Legislation	19
Anti-Bullying	19
Complaints and Grievance Policy	20
Discipline and Behaviour Management	20
Student Awards	20
Safe and Supportive Environment	20
Academic & Extracurricular Activities in 2022	21
Parent Satisfaction and Feed Back	32
Western Grammar Staff standards and Rate of Retention	32
Educational Environment	33
Student Special Needs	34
Staff Training & Professional Development - 2022	34
Conclusion	36

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. The school board is responsible for the governance of the school.

The Annual Report 2022 of Western Grammar School provides significant information about the school to the community, relevant departments and the governing bodies as an overview of the school's performance and academic accomplishments throughout the year. It presents 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 also frameworks new initiatives undertaken by the school during the school year 2022. This report demonstrates successful operation of the school and yearly outcome to the community, school board, TCS council and other associated authorities. This report also serves the purpose of compliance to New South Wales Education Standards Authority (**NESA**) requirements.

The Annual Report is vital source 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 frequently 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 2022 Annual Report are available upon request to our office staff, it is also available to the public, parents and school staff via our below mentioned website link.

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

Principal: **Mr. Irfan Afzal**
Address: 15 Cannery Road, Plumpton, NSW 2761.
Phone: **02 9677 9229**
Email: info@wgs.nsw.edu.au
principal@wgs.nsw.edu.au
Website: www.wgs.nsw.edu.au

Chairman's Message

I am extremely proud to acknowledge that the 2022 school year of Western Grammar School was again one with great progress and development under the skilled administration of the Principal Irfan Afzal, supported by his senior management team.

Year 2022 saw us achieving 10 years of schooling service, starting with 7 students in 2012 to now passing well over 300 students. School recognised this growth and the confidence placed by the community by having a formal 10-year celebrations in 2022. WGS also saw the approval of DA stage 3, an enhancement of school facilities that will provide us with necessary learning and office spaces to cater for and up to 420 students once the underground carpark is completed along with the 2-storey structure.

Achievement of Western Grammar School in 2022 came with many challenges. School growth demands, scarcity of land resources, issues with DA approvals for further development of the site which incurred huge amounts of funds for specialists advise, Covid pandemic on teaching methodologies at short notices. These challenges have strengthened our passion to serve our communities.

The School Board and the Principal have worked very hard to fulfil the needs of the community and we hope the community 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.

The Western Grammar School Board is privileged to continue serving the community by growing the facilities in terms of capacity, quality and technology to deliver effective 21st century learning. We endeavour to enable our graduates grow into effective, confident and ethical young Australians who will be a credit to their families and to society as a whole.

Subhan Ali JP

**B. Arch, RAlA, Grad.Dip.BS, Grad.Cert.FM, CFM
Western Grammar School
Board Chairperson 2022**

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 2022

In 2022, Western Grammar saw the fifth batch of HSC students graduating with satisfactory marks. Our year 12 students achieved nine Band Fives.

The year 2022 started with online learning as the health and safety of our WGS teachers, students and families has always been of primary concern for WGS. We successfully navigated through the peak of COVID transmissions. Additionally, the focus for school was also the development of the three-year school improvement plan. Staff were involved in workshops which targeted our main objective areas of further improvement in the areas of quality leadership, quality teaching and quality learning.

The planning and development of Stage 3 and 4 was another very significant target of 2022. The development application was approved and we look forward to having brand-new classrooms, reception, amenities, meeting rooms, accounts and other office rooms. The stage 3 & 4 is another milestone towards the completion of our Master Plan. WGS is growing fast in order to cater the needs for the students and the community the purpose-built infrastructure is a necessity of WGS present and future. WGS is marching towards achieving this objective for future growth and much needed purpose-built educational facilities.

The school is financially viable despite having a smaller number of students, WGS finished the year 2022 with no loss or financial setback. The financial planning and achievement of financial targets, with substantial funds required for infrastructure development, is another significant achievement for WGS. Additionally, the school continually provided financial assistance for the programs and activities related to the welfare, wellbeing and learning of the students. Comprehensive program of professional development and training carried on throughout the year to enhance the teaching standards, teaching skills and achieve the academic objectives.

Academic Performance – 2022

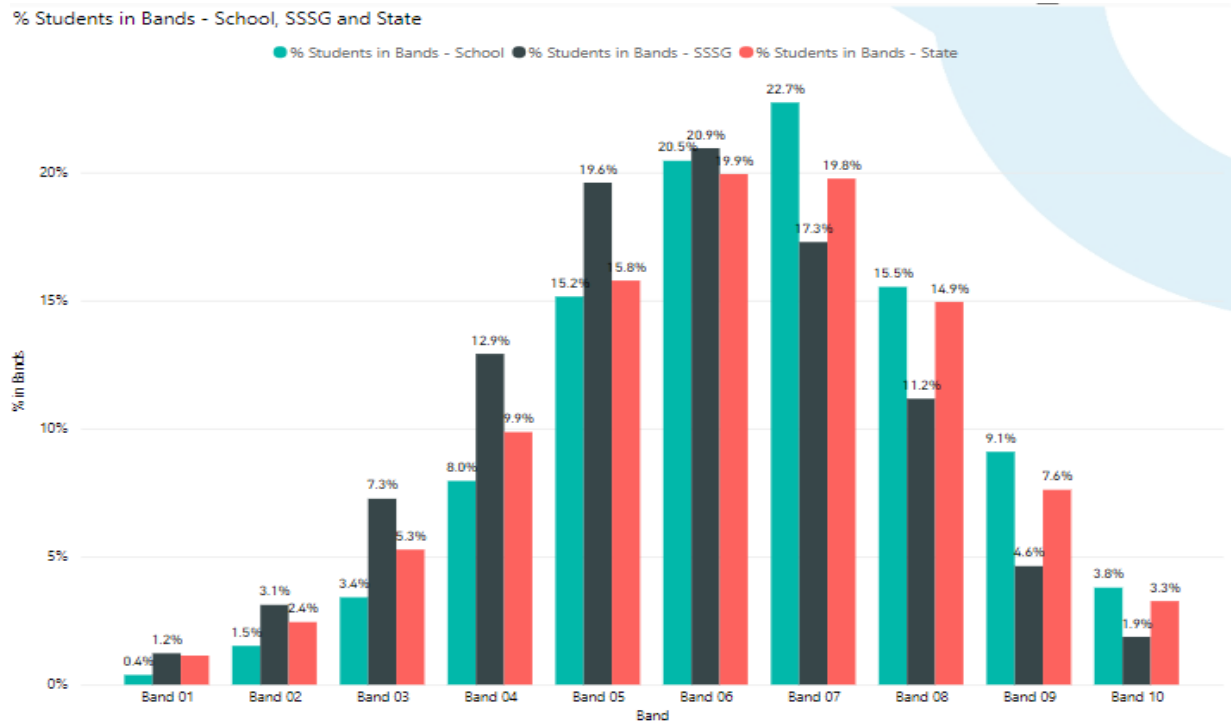
NAPLAN - 2022

WGS has shown a very stable growth in the percentage of bands throughout the five domains. WGS gained a higher percentage of Band 6,7, 8, 9 and 10 in 2022(as shown above in fig 1) as compared to the SSSG and state schools. WGS showed a promising decrease in the band 1, 2, 3, 4 and 5(as shown in fig 1). The school also gained an increase of Band 7, from 22.4% to 22.7%, Band 9 from 5.8% to 9.1% and Band 10 from 1.3% to 3.8% as compared to 2021(fig 2). All the domains were contributing to the higher bands at WGS. 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

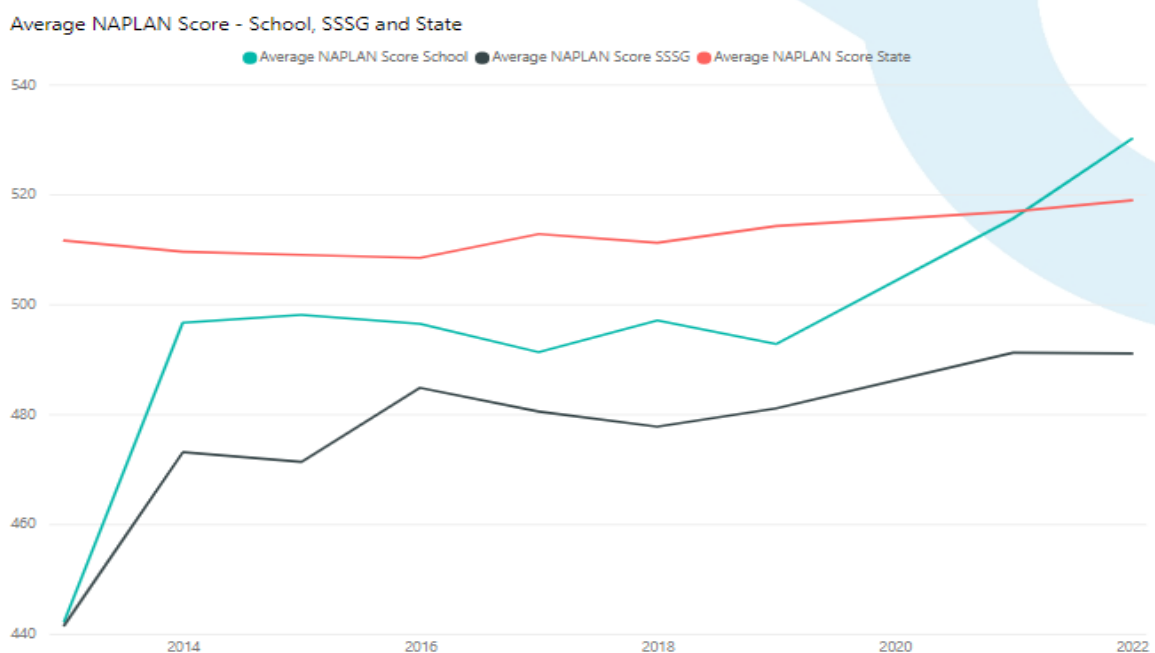
in Primary school , engagement of students in the Premier Reading Challenge and a Learning Support Department to assist primary teachers with low performing students.

Below mentioned are the 2022 overall NAPLAN results for years 3,5,7 &9.

Overall Bands of WGS 2022(fig 1)

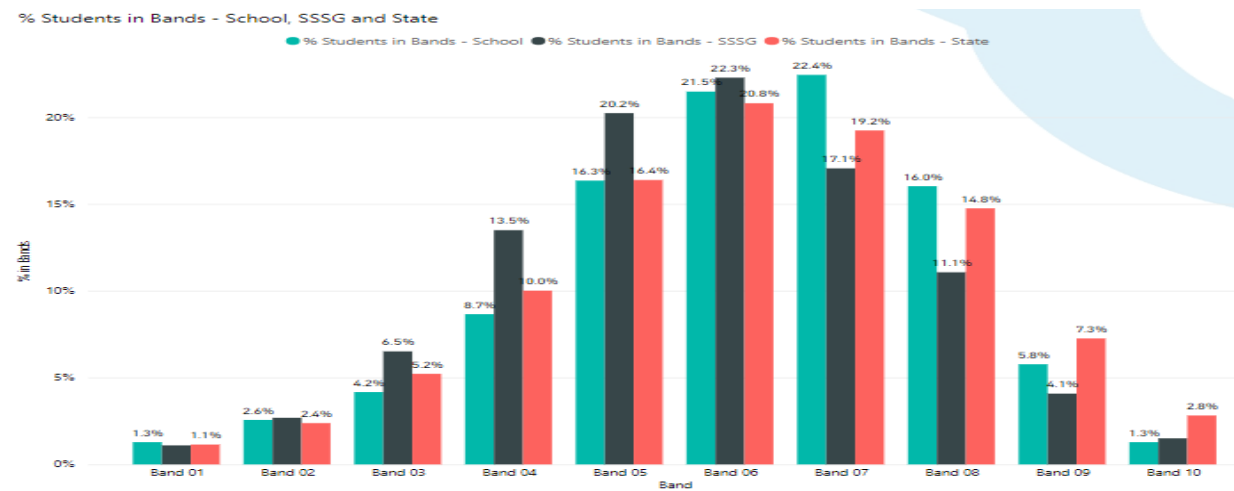


Average NAPLAN score of WGS 2022

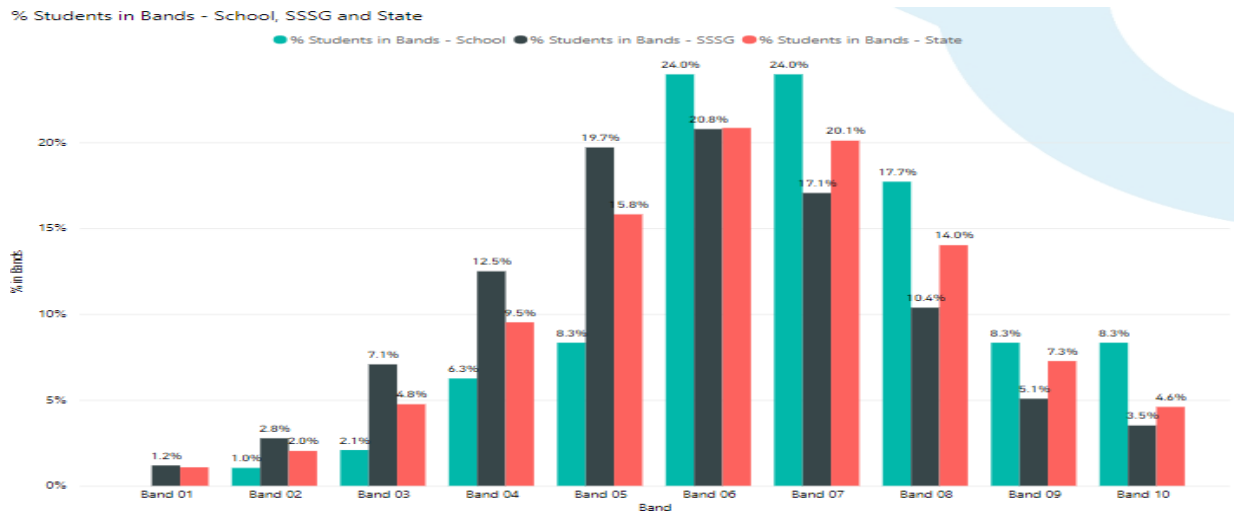


If there is no line for your school, check the NAPLAN Assessment slicer to ensure it is filtered for an assessment that is done in your school.

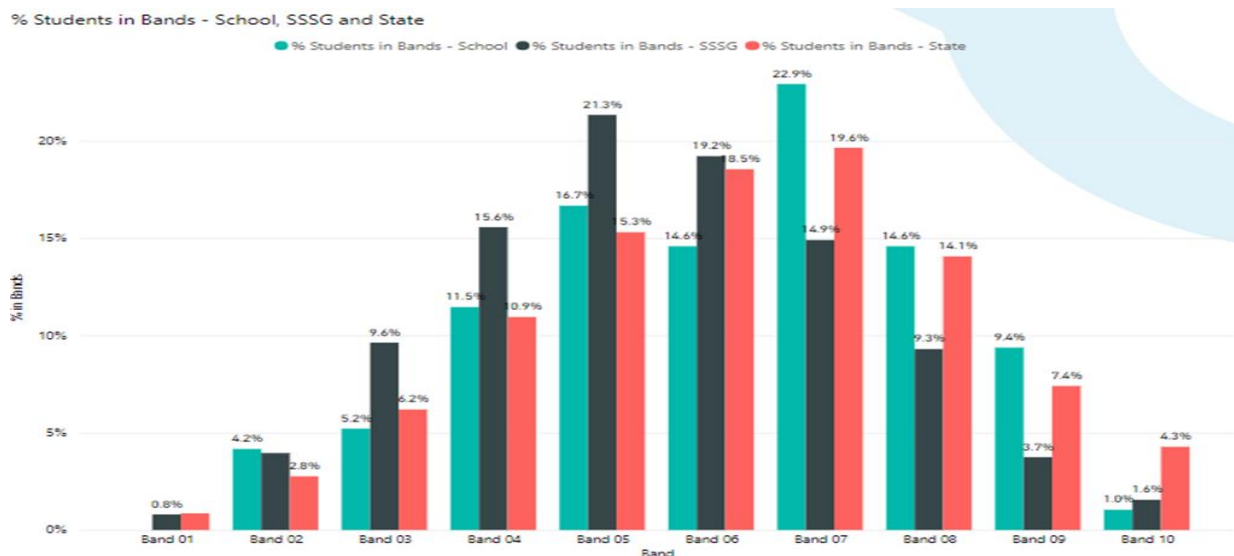
Overall Bands of WGS 2021 (fig 2)



Overall Bands in Grammar and Punctuation 2022

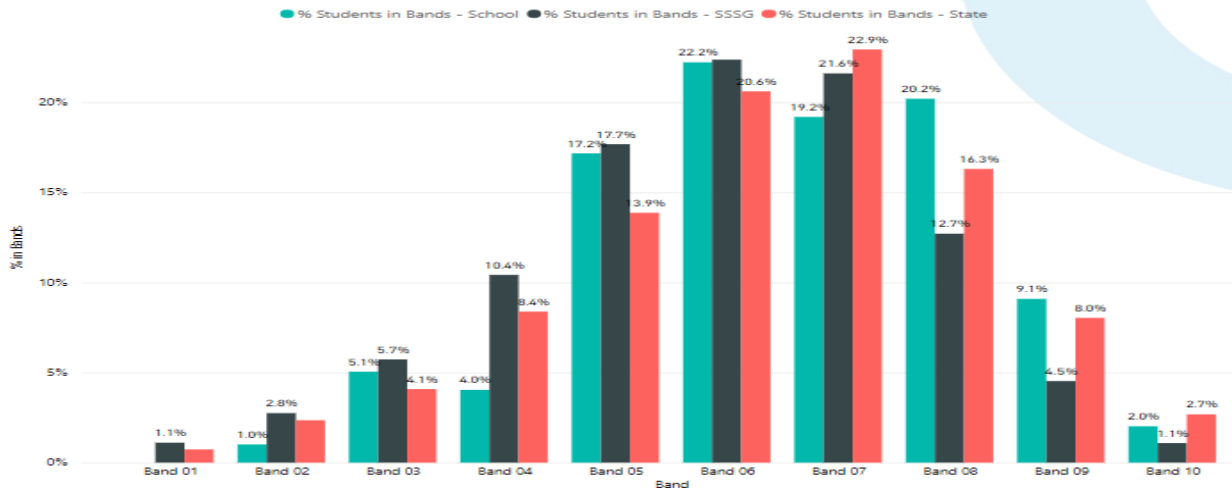


Overall bands in Numeracy 2022



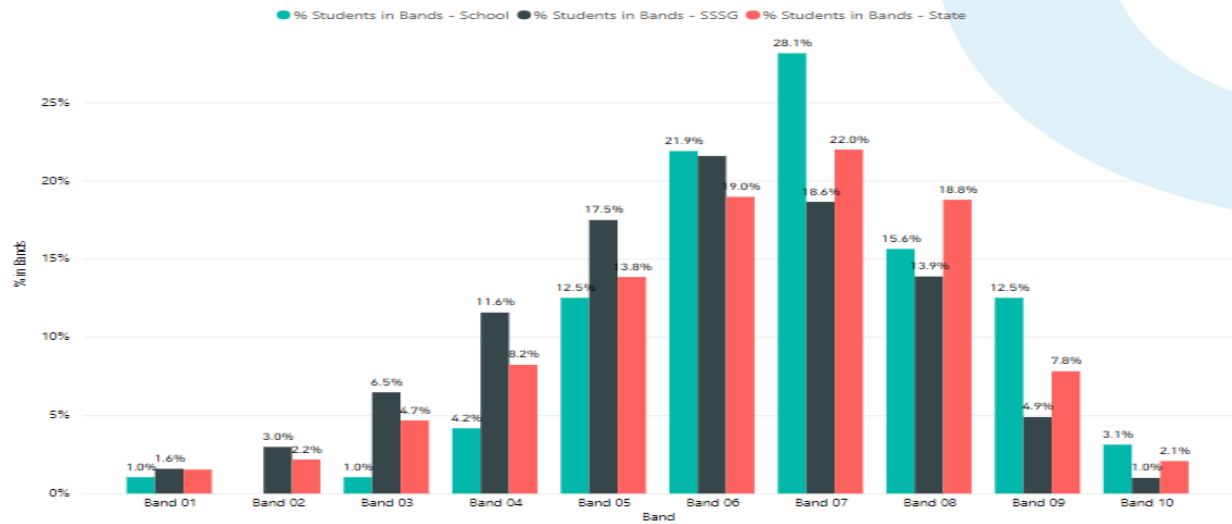
Overall Bands in Reading 2022

% Students in Bands - School, SSSG and State



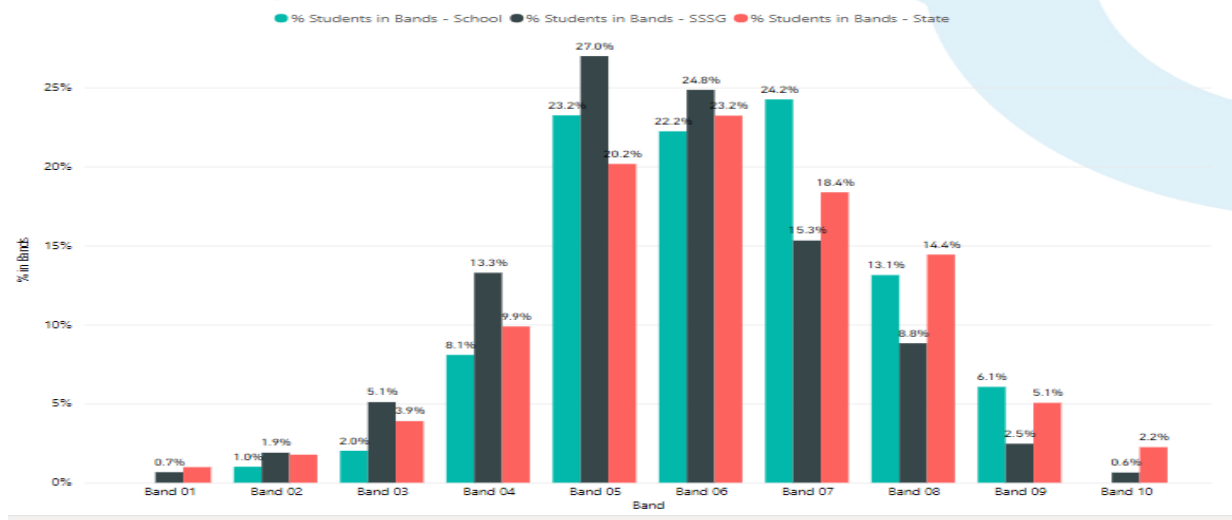
Overall Bands in Spelling 2022

% Students in Bands - School, SSSG and State



Overall Bands in Writing 2022

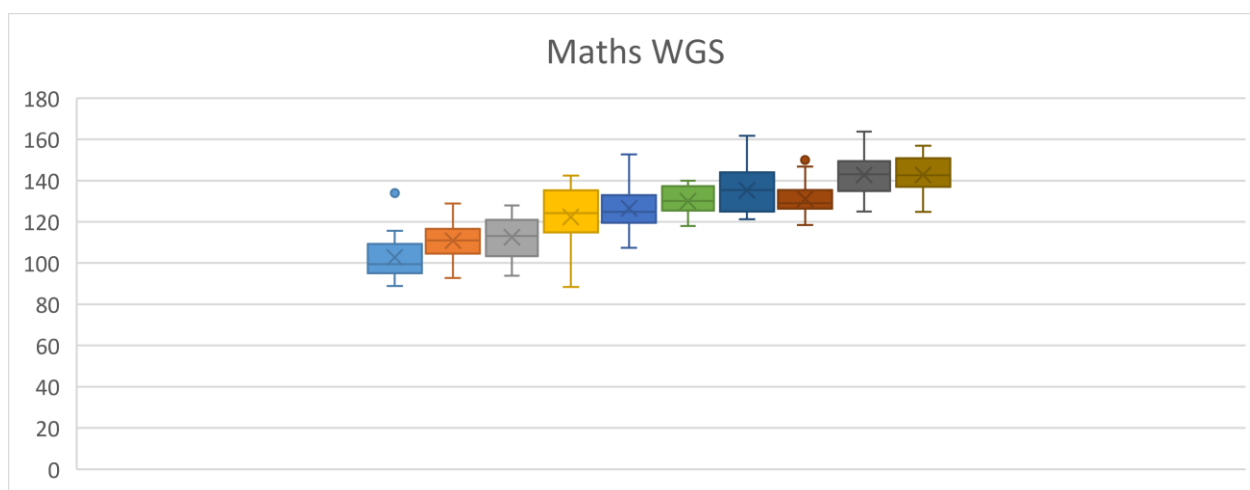
% Students in Bands - School, SSSG and State



Academic Performance – 2022

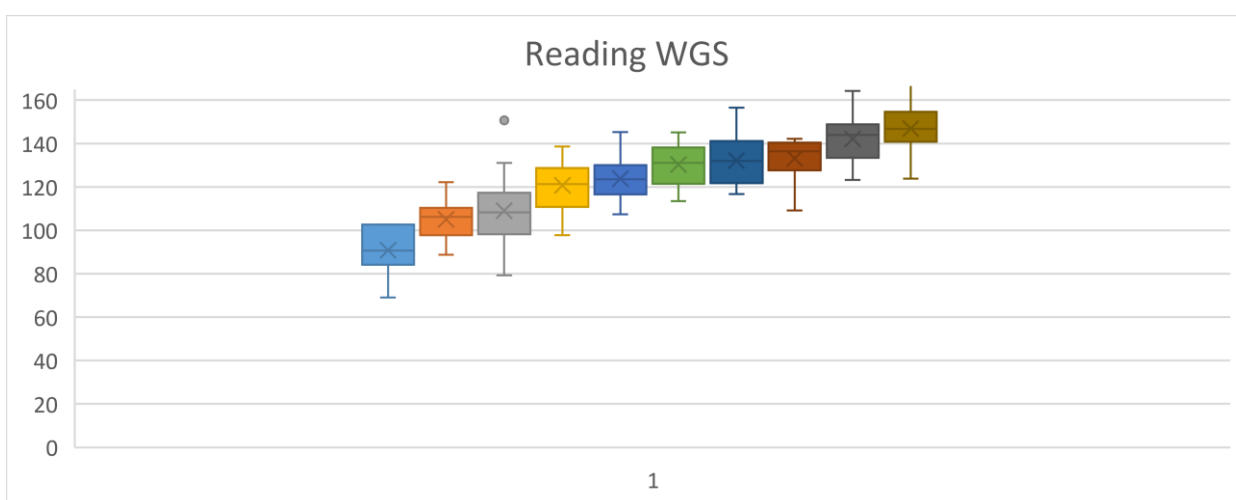
External Assessment Programs

Progressive Assessment Tests (PAT) created by Australian Council of Educational Research (ACER) has been utilised by WGS to measure the progress of students in Grammar and Punctuation, Mathematics, Reading and Spelling. The tests are designed as multiple-choice questions. In November 2022, the results of students from Kindergarten to Year 10 in Mathematics and Reading are shown in graphs below:



Average for Maths – Y1 to 10

103	111	112	122	127	130	135	131	143	143
Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10



Average for English - Y1 to 10

91	106	109	121	124	130	132	133	142	147
Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10

As compared to the nationwide results of 2018, WGS students have performed well. The average scale score comparison in Mathematics and Reading between WGS and the nation is shown below in the table:

Scale Score Comparisons				
Year Group	Mathematics		Reading	
	WGS	Nationwide	WGS	Nationwide
1	100	93	84	85
2	108	103	104	100
3	116	111	110	110
4	116	117	126	119
5	120	123	126	125
6	127	127	132	129
7	125	130	120	132
8	133	134	133	135
9	135	136	134	137
10	137	139	142	140

Other Internal Assessment Programs

The school has several internal assessment programs such as half yearly exams, assignments, projects and yearly examinations to monitor the student performance in order to improve 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 plans.

High School Certificate (HSC)

The HSC students were greatly affected by the Covid pandemic and having to learn on the online platform for part of the year was difficult. In 2022 our HSC students achieved 9 band 5s. Unfortunately, there were no band 6s. The table below provides an overview and analysis of the 2022 HSC results. The WGS staff and management are proud of the accomplishments of our Year 12 students, all of whom are enrolled in University courses. 51.67% of our students marked between 70% to 90% marks, 40% students achieved 50 – 70% marks and only 8.33% students marked between 35-50% during HSC exams.

HSC RESULTS ANALYSIS OF WGS'S STUDENT BATCH OF 2022													
S/NO	BANDS	BIOLOGY	BUSINESS STUDIES	CHEMISTRY	ENGLISH STD	ENGLISH ADV	MATH STANDARD 2	MATH ADV	PDHPE	STUDIES OF RELIGION 2	TOTAL	Marks	PERCENT AGE
1	6										0	90% - 100%	0.00%
2	5		3		1	2	2			1	9	80% - 90%	15.00%
3	4	3	3		1	2	5	1	2	5	22	70% - 80%	36.67%
4	3	3	1	1	4	1	1		2		13	60% - 70%	21.67%
5	2	1	2	1	1		1		3	2	11	50% - 60%	18.33%
6	1			2			1			2	5	35% - 50%	8.33%
TOTAL		7	9	4	7	5	10	1	7	10	60	0	100.00%

Numeracy and Literacy Strategies

At WGS we believe that it is essential to focus on literacy and numeracy programs for the success of students' academic achievements and long-term career goals. The school has a highly developed literacy and numeracy approach which is included in our teaching programs. We have multiple activities including learning support classes that are conducted to assist the students who have English as a second language. WGS has an established learning support department that provides opportunities and comprehensible 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 learning ability. Programs such as Get Reading Right (2021), phonics and decodable readers were acquired during 2022 to enhance the literacy of our students. The students also 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 are highly promoted in the school to encourage our students to develop and appreciate a love for reading and students are rewarded 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.

Additionally, we recognise that numeracy, like literacy, is a crucial pillar of learning and crucial 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 their everyday lives.

During 2022, the school purchased more IT equipment and software to enhance student's computer related skills. The school library has 35 computers, 45 iPad, 14 laptops, 14 chrome books and 6 tablets for primary and high school teachers to utilise to develop students understanding of the digital education. Get Reading Right, Prime Maths and Reading Eggs were the major software programs used for the improvement of literacy and numeracy level in primary school during 2022. Most diagnostic tests and NAPLAN were conducted on the online platform with great success.

Technology Supported Learning

At Western Grammar, we implement alternative methods of teaching to ensure Information and Communication Technologies (ICT) is thoroughly implemented into various lessons. Learning today demands new pedagogical and technological approaches to using ICT. 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 have become an integral part of education. The school has short term and long-term plan to continuously improve its ICT infrastructure and facilities. The school currently has fully equipped computer labs for all students.

Almost every general-purpose learning area is fully equipped with projectors and AV system. IT resources and facilities were provided for the teaching and learning of all KLAs. IT network, computers, devices, and Internet access are closely maintained by our IT department. They also provide all users with the support they may require. For HSC student's laptops and chrome books were 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 IT equipment and services during school hours.

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

Student Enrolments

In 2022 we again received a large number of enrolment applications for entry in 2023. Unfortunately, due to the very limited available spaces only handful number of students were enrolled and priority was given to the siblings of existing school students. We have a large number of applicants on the waiting list and this is a clear indication of 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 Principal's delegate 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. After the due diligence process student is accepted, the Admin Manager issues an admission offer letter specifying the conditions of enrolment. The admission is completed once admission offer is signed and returned along with payment of term 1 and building fees in advance.

Withdrawal of Enrolment: 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 2022.

Enrolment status as at August 2022	
Primary (K-6)	186
Secondary (7-12)	135
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 2022

ATTENDANCE 2022				
Class/ Year	Semester 1	Term 3	Average	Absence
Year 1	85.16%	82.44%	83.80%	16.21%
Year 2	86.35%	81.34%	83.84%	16.16%
Year 3	83.72%	89.90%	86.81%	13.20%
Year 4	90.66%	90.42%	90.54%	9.46%
Year 5	86.55%	91.67%	89.11%	10.89%
Year 6	93.21%	89.11%	91.16%	8.85%
Year 7	85.41%	91.00%	88.20%	11.80%
Year 8	83.84%	88.41%	86.12%	13.88%
Year 9	88.99%	90.54%	89.76%	10.24%
Year 10	80.84%	83.73%	82.28%	17.72%
Overall Average	86.47%	87.85%	87.16%	12.84%

Note: The overall attendance of the WGS students has been pleasing with most class attendance marking above 85%. The table above gives a clear picture of the student attendance in Semester 1 and Term 3, 2022. According to the 2022 DESE attendance data collection Western Grammar School has an overall average for Year 1-10 student attendance as 87.16%. During 2022 the overall attendance was affected as most absences were due to students having Covid or being a close contact to a Covid affected person.

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 an established department for the well-being of students. We believe that to achieve better academic results 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 understand 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.

To support the students several welfare and wellbeing events and programs were organised in 2022. 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, compassion, 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. WGS also supported orphans overseas through Human Appeal orphan sponsorship program, raised money for the Pakistan flood victims and Ramadan food drive.

The school counsellor continued to assist students in 2022 with techniques and strategies to manage challenges associated mainly with unhappiness, anxiety, academic decline, and social skills. 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 2022. All sessions are recorded on Sentral, our school software.

The following are also part of our welfare program run in 2022:

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 organised to enhance the understanding of parents regarding parenting. We market the event via email, Skool Loop, Class Dojo, text message and on google classrooms.

Policies and Procedures

In 2022, WGS revised and/or introduced the following policies, procedures and guidelines:

No.	2022 Policies / SOPs
1	Enrolment Policy
2	Behaviour Management - SOP
3	Library - SOP
4	New Enrolment - SOP
5	Education Context, School Mission & Vision
6	Student Awards - SOP
7	Lockdown & Fire Evacuation - SOP
8	Uniform - SOP
9	Professional Development - SOP
10	Excursion Incursion - SOP
11	In-class merit award - SOP
12	Grievance - SOP

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 parts 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 2022 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 2022 for the awareness related to the issues bullying and damaging and harmful impact of bullying 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. It 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 2022. 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 2022

10th Year Anniversary Event of WGS

Western Grammar School's 10th Year Anniversary event was held on Friday the 9th of September 2022 at the Novella on The Park Venue. Much reflection was directed toward the way that the school has developed. The humble beginnings of the WGS starting from 7 students to currently catering for 321 students with influx of enrolment applications each is an achievement. Improvement into the school infrastructure and educational facilities were given due attention. This includes purpose-built buildings, playground facilities, K to 12 infrastructures, and the growing academic success of students.

The Primary School students treated the crowd to the exclusive launch of WGS's school song. The enthusiasm, energetic gesturing, and innocently discordant vocal harmonizing were a true delight, with the entire hall watching in awe. The High School students presented a powerfully poetic spoken word performance that was humorous, serious, introspective, and jubilant in equal measure. They noted how the school has grown to house the hundreds of students it now has. They ended with a phrase that seemed to sum up both the night and the school itself – *"ten years on, ten years strong."*

The event also showcased two special video productions made exclusively for the night – one highlighting the past and growth of WGS and the other putting forth a confident and headstrong attitude going forward. Alongside it all though, one particularly special announcement was made that received rapturous applause – delivered as a "gift" to attendees. Mr. Irfan Afzal, Principal of WGS, stated the Development Application for the next major building phase for WGS was approved that very afternoon! Overall, the event was a night of celebration, that was grand, reflective, and wonderfully hopeful as students, staff and the broader community joined hands to look back whilst excitedly and simultaneously looking beyond.



Athletics Carnival

In Term 3 2022, WGS held its long-awaited annual athletics carnival. The carnival is an amazing opportunity to showcase students' athletic abilities in various sports competitions such as sprints, long jumps, high jumps, and a new inclusion this year; tug of war. This was a highly anticipated event because the athletics carnival had been cancelled for the past two years due to COVID-19. There was an amazing turnout, with both students and staff donning their house colours and spirits. There was a roar of excitement throughout the day as fierce competition was underway. Students competed with everything they had, earning valuable points for their teams. Well done to the Bears, the Green team, for winning the Athletics Carnival! A hearty thanks to all the winners, participants, staff, and families who made the event such a success.





Book Week

On the 18th of August 2022, WGS held the annual book character parade to celebrate book week. The theme was ‘Dreaming with Eyes Open’. Students from Kindergarten to Year 6 came to school dressed up as their most-loved characters from various books. Staff and parents were able to witness many amazing and creative costumes. The parade was a huge success and the students had a great time!



Eid Party 2022

Western Grammar School was filled with lots of smiles and laughter as we celebrated the end of Ramadan with our annual Eid Party! Students enjoyed their time at the jumping castle, at

the arcade racing game, and Nerf battles station, and many other competitions that were organised. The hired petting zoo further provided an enjoyable experience for our students and staff. All students were also treated to face painting, henna, and food stalls run entirely by WGS students.



Science Week

Science Week 2022 at Western Grammar School was an unforgettable experience. It was a week filled with curiosity, joy, and excitement. Throughout the week students explored the topic of Glass: More than Meets the Eye. They participated in competitions and activities to help educate, inspire, and motivate students to engage in a hands-on science learning experience. Highlights of the week included making glass cookies, building strength towers and kaleidoscopes, and exploring the Science museum. Further, all Science Week bake sale proceeds were donated to the Orphan Fund. Students of WGS were blessed with the opportunity to learn the importance of being involved in science and giving back to the community.





Grandparents Day

Once again, WGS welcomed our students' grandparents and senior relatives at the school gates with cards and flowers for our annual Grandparent's Day. SRC students escorted them to different primary classes where they could see their grandkids work, play and study. The primary school teachers arranged multiple activities for the grandparents and our students presented them with wonderful handmade cards. Later, in the school hall, which had been decorated with quotes and photos, grandparents were welcomed by our school counsellor, Ms. Kaukab. Additionally, a speech by one of our WGS teachers focused on the importance of Islamic values and respecting your elders. Students from different grades individually shared their interesting life experiences with their grandparents and presented gifts to them. The grandparents and seniors who took part appreciated the program and enjoyed the opportunity to express themselves in their native languages during lunchtime. Overall, the event was enjoyed by all.



Debate and Public Speaking

Western Grammar School's Debate and Public Speaking teams really shone, proving themselves over multiple inter-school competitions and public speaking events. In March, our Primary School participated in the Islamic School's Public Speaking Competition. This was the first time WGS students had participated in a public speaking competition at this level, the results demonstrating great talent. Aaliyah Safa won second place, and Ubaidullah Hasim first place in their respective categories. Unitedly, the students scored the overall highest rank, giving WGS the status of Overall School Champion out of more than 10 Islamic schools.

In April, we had our annual Seek to Speak public speaking competition. The event had qualifiers in class, followed by the semi-finals and then finals. The competition was fierce, and each participant gave it their all, with Shaheera Waseem in Year 11 winning first place in the end.

Throughout the year, our Stage 4, 5 & 6 debate teams took part in multiple rounds of the Islamic Schools Debating Competition. WGS had previously participated in 2021, but the move from online to in-person debates really amped up the excitement for the students. After a series of rousing debates across four terms with seven other schools, our Stage 5 & 6 teams made it to the semi-finals, and our Stage 5 team was named the champions of the competition for the second year running! It was a well-earned victory, and it shows that our students are brimming with talent and skill, and when given the opportunity, they truly excel.



Light Upon Light Quran Competition

On the 10th of September, 2022, selected students from Western Grammar were invited to the Unity Grammar Light Upon Light inter-school Quran Competition alongside five other schools. Four representative students from each school participated, two from Primary, Years 4–6, and two from High School, Years 7–10. The representatives from WGS Primary were Fathurrahman Saputra and Ismail Abdullah, while the High School representatives were Mariam Hussain and Mariam Ahmed. These students were selected from a qualifying round that was held at school. After careful deliberation from the judges, WGS came first in Category 1 (Primary) with Fathurrahman Saputra winning 1st place, and in Category 2 (High School) WGS came third with Mariam Ahmed taking out 3rd place. An incredible achievement by all our WGS representatives. We thank Unity Grammar for hosting the event.



Inter-School Sports Quran Competition

In 2022, Western Grammar School focused on providing our students with opportunities to display their talents and abilities, including their athletic skills. We took our most promising High School students to a number of competitive inter-school events, allowing them to build their skills by competing against the top athletes of other schools. Our students impressed us all and took home multiple prizes. This included the Year 7/8 Girls' team winning the 2022 Harmony Cup Premiers to making it to regionals within the Independent Sydney and Districts Schools Sports Association athletics competitions. These events showed us just how capable our students are when given the chance, and our goal for 2023 onwards is to create dedicated sports programs to facilitate further growth.



Year 12 Graduation 2022

On the 11th of November, WGS honoured and bid farewell to our HSC cohort of 2022 at their graduation dinner. The last two years were challenging for our recent graduates due to multiple interruptions caused by COVID-19 including face-to-face learning. However, through the constant support of their teachers and school staff, students persevered and completed their HSC journey.

The graduation dinner was a wonderful heartfelt occasion shared with family, friends, and staff members of Western Grammar School as we recognised and highlighted the students'

successes throughout the year. Students and teachers celebrated their journey together, reminiscing warm memories of the past and imparting advice for their future. Students were given their graduation certificates to the applause and teary eyes of family and friends in the audience.

There was tough competition for the academic awards for each subject, and our school Captain, Muhammad Tahir Mahomed, was given the Dux trophy, the highest possible academic achievement. The night was concluded with an emotional tribute to the parents for playing an essential role in the upbringing, education, moral guidance, and support of their children. We pray the HSC cohort of 2022, is rewarded for their efforts, and granted further success this world.



Blacktown Council Youth Forum

In Term 3, September, five of our students had an opportunity to be a part of the annual Youth Forum which was held at the Blacktown City Council. Around 15 schools participated in the event. The day included workshops and talks by other youth leaders and experts in youth rights. Students were separated into groups, thus allowing them to socialise, discuss and share their views about important issues affecting the youth in the Blacktown municipality. Two of our students were given the opportunity to share their team's ideas for improvement in front of the chamber led by the Mayor of Blacktown. After the event, our students received a chance to discuss their future goals and ideas with the Mayor and other council members. Overall, it was a successful event.



WGS Wellbeing events

In 2022, our Wellbeing Team organised a host of different events and activities for our students, staff, and community to take part in, from community outreach programs to workshops for mental health. We believe a school’s responsibility to its students does not end with academic education. We are also responsible for caring for their well-being, ensuring they are happy and healthy, and aim to give them opportunities to engage in projects that will encourage their growth as human beings. Below are some of the Wellbeing projects completed in 2022.

Disability Centre

Our Year 10 Leadership students visited the My Home Respite Disability Centre, where they spent time with the participants, prepared lunch for them, toured the sensory rooms and received an educational briefing from the centre’s director.



Brothers in Need Homeless Run

On the 13th of August, our Year 12 students with the Wellbeing Team participated in The Brothers in Need Homeless Run. After many weeks of collecting essential items from students, parents, and staff at WGS, we were finally able to deliver them to the warehouse and sort, pack, and then distribute them to the homeless in Martin Place.





Cyber Bullying Workshop

WGS ran two days of Cyberbullying Workshops for our WGS students! Brother Dean Mousad from Invictus Solutions came to discuss all things bullying-related and had our High School students wonderfully engaged. He taught them many new things and had them create their own anti-bullying posters with amazingly positive messages.



Parenting Program

Western Grammar School has been running Parenting Programs throughout the year. At WGS, we take a comprehensive approach to the education of our students, and this means factoring in their home environment. Our Parenting Programs seek to educate and inform parents, tackling relevant issues faced by today's youth and discussing strategies for raising them to be moral and upstanding young men and women. This year we ran programs including the rights of children in Islam, managing positive behaviour in the home and how to communicate with your children, to name a few.



Breakfast Club

One of our favourite initiatives in 2022 was the Breakfast Club, wherein the Wellbeing Team, along with volunteers from Year 12 and SRC, organised healthy breakfast options for students and staff. From cheese toasties and pancakes to fresh fruit and cereal, our Breakfast Club was a great hit and was one small way we could look out for the health of our community.



10th-Year Anniversary Family BBQ

Western Grammar School celebrated its 10th year anniversary this year, an achievement that would not have been possible without the unending support of our community. To acknowledge this support and show our thanks, we invited the families of all our students to celebrate with us with a barbecue in the park. Alhamdulillah, the event was a tremendous success, with hundreds showing up to the park over the course of the day, bringing desserts and dishes to enjoy along with the BBQ. Thank you to everyone who has been a part of this journey with us!



Parent Satisfaction and Feed Back

Parent feedback is one of the best sources 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. It is important to emphasise that parents' feedback is essential 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 and to participate in giving proper, balanced and fair opinion and feedback related to the school performance and concerns for the wellbeing and better academic achievements of their children at WGS.

There are multiple opportunities 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 2020 parent teacher interviews were conducted via zoom and about 80% parents participated in these interviews. Parents feedback was satisfactory and a high level of satisfaction was shown by the parents providing insight to their opinions and perceptions regarding teaching and learning methods of WGS staff. In addition to these formal interviews multiple events and functions including but not limited to the online parent info sessions were part of many activities of the year 2020.

Other channels of communication such as newsletter, admin notes, dairies, emails, text messages, face book and Skool loop were used to display the school performance for the satisfaction of parents. School board and management is extremely gracious and appreciate the support from the community, parents and staff.

Western Grammar Staff standards and Rate of Retention

Our rate of retention was almost 100% during 2022, at the end of the year no one left WGS. This rate of staff retention is remarkable due to the pleasant and productive working environment of WGS. WGS has exceptionally positive, productive and pleasant working environment. School working environment is a foundation for the school educational environment that helps students to accomplish high academic achievements. We are building a group of exceptionally devoted, faithful and dedicated individuals. It is another measure to improve the performance of WGS.

Teaching staff at WGS are registered, accredited and are endorsed for teaching the Australian curriculum as per NESA standards. WGS' teaching staff is approved and accredited by NESA. Approximately 95% of our teaching staff hold Australian qualification. Almost 40% of teaching

staff is accredited with proficiency having extensive amount of experience. The school has policies and procedures in place to regularly enhance and maintain the teaching standards of the staff.

The staff at WGS is qualified and possessing high expertise and passion for teaching. They are provided with extensive amount of support from the senior staff and management. Senior administration, staff and the Principal are friendly and task oriented. Transparency and professionalism are a priority when resolving and addressing staff concerns to maintain the positive and pleasant work environment at WGS. The rate of retention at WGS is significantly high, however as usual few staff left the school during 2022 for personal reasons. Majority of our senior management and senior staff is working since school's inception and are highly committed to the school and its environment.

Educational Environment

The educational environment of WGS is significantly commendable. 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 giving students better chances to accomplish their objectives and academic success at WGS.

Teaching standard have been implemented from 2020 to ensure that students are serious about their learning. Instructional methods were improved with the consideration of current teaching methods to help in delivering the educational syllabus successfully. WGS prides in providing PDs and teacher training opportunities to the staff. During 2022 teachers attended PDs in order to enhance their abilities and skill. The Primary and High School Coordinators worked with teaching staff to deliver the curriculum in the most organized and engaging style for students. Literacy resources were bought to enhance the learning of our lower primary students. 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 differentiated learning enables us to expand upon every student's ability to create as a self-coordinated and versatile student, when they are ready. The consistent and close observing of the most recent and instructive research is the primary reason behind extraordinary learning opportunities given at WGS during 2022. 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 amazing results.

Student 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 is using 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 2022 the students with special needs were provided more attention and resources for their learning through continuous adjustment to the educational modules.

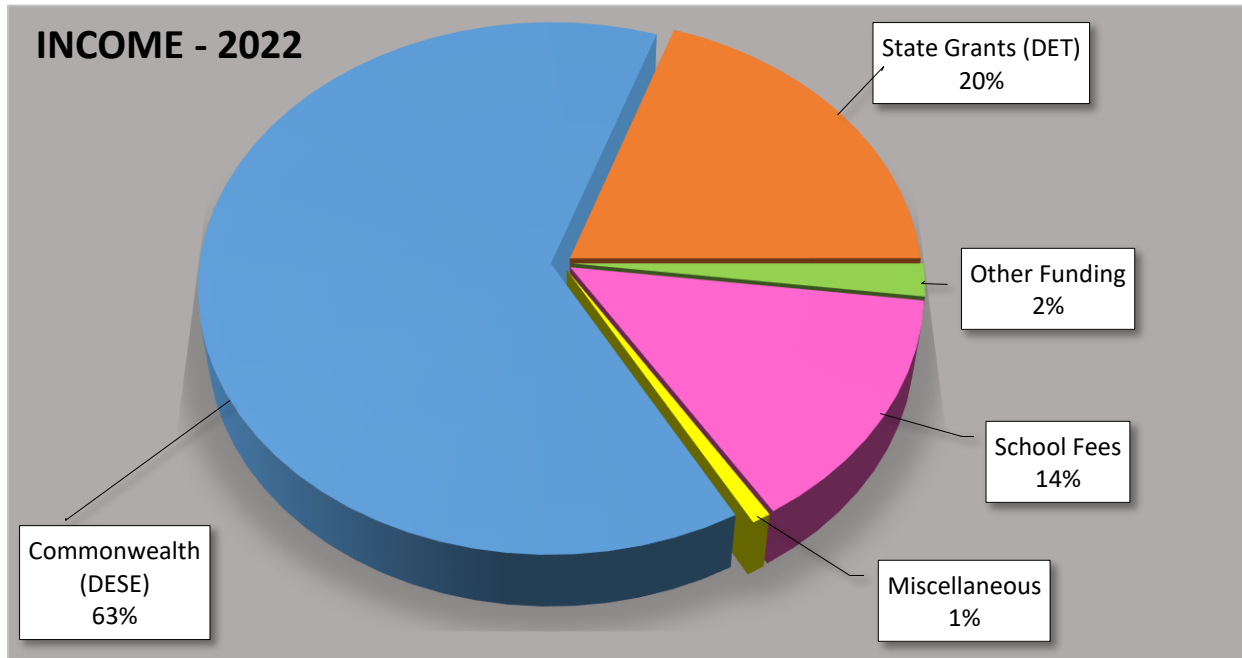
Staff Training & Professional Development - 2022

WGS gives paramount importance to the development and training of the teachers so they could equip themselves to perform their level best. During 2022 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 NESA 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. WGS organised many external and internal PDs' for their staff during 2020 and these sessions were extremely effective in helping the teachers to enhance their skillset and teaching abilities. 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.

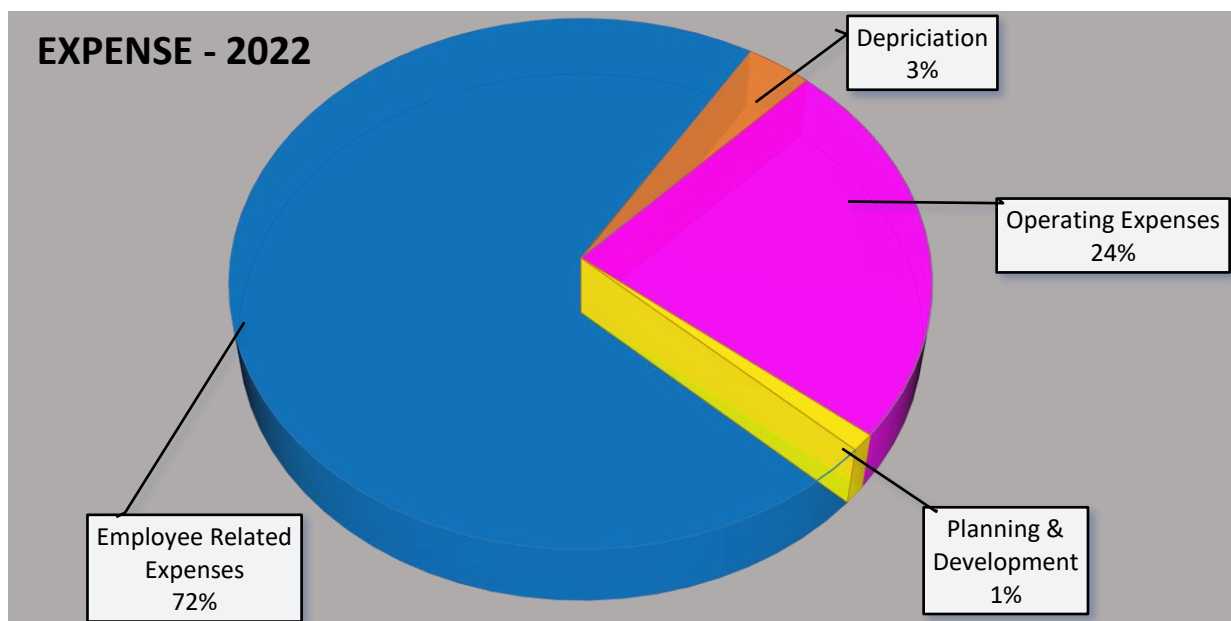
WGS board members also receive training especially in the area of governance so that they can execute their responsibilities and monitor the school operation in effective manner. WGS takes the services of various external experts in the areas of their expertise required for the staff training and development. Programs and courses relating to the awareness about the issues related to student mental health and their precautions were also conducted in 2022.

Financial Summary of 2022

Income: The school revenue increased during 2022 as a result of good financial planning. The major income school received was from Commonwealth Grant (63%), State Government Grant (20%), fees and others (14%) and Learning Support and Counselling grants (2%).



Expenditures: The below mentioned diagram states the expenditure of the year 2022; 72% employees related expense, 24% operating expenditures are including but not limited to the building and equipment rental, repair and maintenance, office and building expenses, IT equipment and services, teaching resources and student related expenses. 4% are expenditures related to the capital, planning and development and depreciation. The school remain financially viable during 2022 despite of the increase expenditures of employees benefit. The school introduced new PayScale and new senior staff were employed for the better academic achievements of the students.



Conclusion

During 2022 WGS marked another year of success despite many challenges including the Covid-19 pandemic. School operation continued as normal and we provided excellent educational environment for the proper learning of students. The performance of the school is in line with the NESA standards and expectations of the community. The academic performance, growing number of the students and forthcoming expansion are evidence that educational standards and image of the school is being recognized and supported by the community. The school board has provided a vision beyond 2025. The leadership of the school governing board has been engaged in developing school process to monitor the school success and needs of our children. Master Plan is a part of school board vision. WGS is looking forward for double stream in lower primary soon after the completion of stage 3. WGS has been constantly demonstrating that the school is financially viable.



“KNOWLEDGE IS THE ULTIMATE SOLUTION”

Address: 15 Cannery Road, Plumpton, NSW 2761
Phone: 02 9677 9229
Fax: 02 9675 4060
Email: info@wgs.nsw.edu.au