



Annual Report 2018



Alesco: from the Latin, to grow or mature

For young people eligible for Years 9 to 12, who are ready to take responsibility for themselves, their learning and their future, in a safe and supportive environment for change

50-58 Auburn Street
PO Box 1472
Wollongong NSW 2500
P: (02) 4226 1622
F: (02) 4226 1156
E: alesco@weaillawarra.com.au
www.alescoillawarra.nsw.edu.au

Alesco Illawarra operates
under the auspices of WEA Illawarra
ABN 14 062 944 950
NSW School Number: 78007
Australian Government School Number: 29085

This report is prepared by Alesco Illawarra to meet educational and financial reporting requirements for the 2018 reporting year, in accordance with the Commonwealth Government's *Australian Education Regulations 2013* and the NSW Education Standards Authority requirements for Registered and Accredited individual non-government schools.

Alesco Illawarra would like to thank

- The Australian Government Department of Education and Training
- The NSW Department of Education
- The Association of Independent Schools NSW
- The Board of Directors and staff of WEA Illawarra
- The staff and students of Alesco Illawarra

Report completed and published June 2019.

© 2019 WEA Illawarra. Except as provided for under legislation and WEA Illawarra's Government funding agreements and Registration and Accreditation requirements, no part of this report may be copied or reproduced without the permission of Alesco Illawarra or WEA Illawarra.

Table of Contents

From the WEA Illawarra.....	4
Board of Directors.....	4
Principal's Message.....	5
Vision, Mission, Values and Charter	7
Characteristics of the Student Body	9
Student Performance	12
NAPLAN	12
Year 10.....	12
Preliminary HSC (Year 11).....	12
Higher School Certificate	13
Workforce Composition.....	14
Teacher Accreditation and Qualifications	14
Professional Learning	15
Student Attendance	16
Post-School Destinations	18
Student Retention Rates from.....	18
Year 10 to Year 12	18
Enrolment Policies	19
Other School Policies	22
Student Welfare	22
Anti-Bullying.....	23
Discipline	23
Complaints and Grievances.....	24
School Improvement Targets.....	25
Initiatives Promoting Respect and Responsibility	28
Parent, Student and Teacher Satisfaction	29
Summary Financial Information.....	33
Chart 1: Recurrent and Capital Income 2018	33
Chart 2: Recurrent and Capital Expenditure 2018.....	33
Alesco Illawarra Building Project.....	34

From the WEA Illawarra Board of Directors



Our school, Alesco Illawarra does a stellar job of delivering supportive, inclusive and flexible learning, working with students of varied abilities, varied interests and varied challenges. Our responsibility is to help young people to believe in themselves and shape their future; form positive relationships, to love to learn and grow their skills.

On behalf of the WEA Illawarra Board, I would like to congratulate Alesco Illawarra on another fantastic year of supporting our mission: "to improve the lives of people by offering them appropriate education and training in a nurturing and caring environment".

During 2018, we made changes to the Alesco Illawarra outreach operating model; these centres are aimed at assisting young people who are disengaged from formal education and want to transition back into school, training or employment. We closed the Koonawarra campus and opened the Lake South campus, co-located with Lake Illawarra PCYC. Towards the end of the year, we opened the Bowral and Vincentia campuses. Adjustments like these are required to ensure we continue to meet student needs by adjusting reach across the region.

To support our growth strategies, the refurbishment of our warehouse at 58 Auburn Street Wollongong was completed and officially opened in 2018. This funky 'industrial feel' facility has allowed for a purpose-built Stage 6 learning environment, as well as repurposed uses outside of school hours. We celebrated this through a wonderful opening ceremony attended by MPs, current and previous board members, staff and students. It was great to have our students cater for the event by using the new kitchens, and they did a marvelous job! The refurbishment projects were jointly funded by the Australian Government under the Capital Grants Program and WEA Illawarra.

Importantly we also invested in people to support our students, with the appointment of our Manager Health and Wellbeing, a much needed addition to our Alesco school staff profile.

We all continue to be inspired by the students' success stories and personal learnings. The Board of WEA Illawarra thanks the dedicated team at Alesco Illawarra for their commitment, support and belief in the students. They do a wonderful job in delivering our supportive, inclusive and flexible learning model and we look forward to further Alesco Illawarra innovative growth.

Stephannie Jonovska
Chairperson
WEA Illawarra Board

Principal's Message

2018 was a year of real growth with great achievements by students and staff of Alesco Illawarra which encourages us all to achieve even greater things in the future.

Our graduating students are just so impressive and have become role models for the younger students at Alesco Illawarra. We are so very proud of them for the way they have personally conducted themselves showing maturity and concern for the younger students.



The 2018 Graduation Ceremony at the Wollongong Campus was the highlight of the year and once again a great celebration of individual and collective achievement and such a very proud moment for the entire Alesco Illawarra community of board members, staff, students, parents and carers. Not only did we celebrate senior Alesco Illawarra students graduating with their HSC and others with their RoSA, but we celebrated that many of these are the first in their families to do so. We also celebrated students who took a different pathway like Pre-University courses, TAFE or employment and we were honoured to have a former Year 12 student, Aaron Curry, who took a Pre-Uni pathway and is now studying psychology at University of Wollongong, share with us the lasting and positive impact that Alesco Illawarra has had on his life. Nowra Campus also once again celebrated their graduating RoSA students with a local ceremony for family, friends and supporters.

The refurbished building at 58 Auburn Street, known now as 'the Block', to create a contemporary senior student precinct was officially opened in July 2018 with good attendance from community leaders joining Board members, staff, students and their supporters in celebrating this engaging new learning space.

We also added new Outreach Centres in Vincentia and Bowral to existing centres at Bulli and Nowra, closed our Koonawarra campus, opened the Lake South campus in 2018. The students and staff at all these centres have done extremely well and we are very proud of them.

In 2018 we also added some great new teaching and support staff across the centres and also invested in some additional senior positions (Manager Health and Wellbeing and IT Manager) to support our passionate and dedicated Teachers and Student Learning Support Officers.

Respect remains the core value of Alesco Illawarra and respect underpins the approach we take to nurture growth in our students who are developing more positive attitudes about their own wellbeing and learning outcomes as well as also looking out for the wellbeing and progress of others. Each year we are very proud to see the growth of this culture of respect and care within Alesco Illawarra campuses.

Our team of dedicated staff (teachers, support staff) are truly an inspiration. Their passion, commitment and professionalism is what allows Alesco Illawarra to achieve so much and make such a difference in the lives of our students, their

families and carers. I would like to personally thank all staff and supporters for their efforts in 2018 which reflects so well on the growth and maturity of Alesco Illawarra.

I would also like to acknowledge the extremely valuable contribution the Board of Directors has made towards creating and sustaining a framework for the supportive and inclusive learning community we have become here at Alesco Illawarra. We are all so very privileged to be involved in this great work of assisting young people to recognise and realise the opportunities to develop their potential and become valued and contributing members of their communities.

David Fuller
Principal



WEA Illawarra Board

Vision, Mission, Values and Charter

Context

Alesco Illawarra is a non-denominational, independent secondary school registered with the NSW Department of Education for Years 9 to 12, and accredited by the NSW Education Standards Authority to deliver courses leading to the award of the Record of School Achievement (RoSA) and the Higher School Certificate. Alesco Illawarra operates under the auspices of WEA Illawarra. WEA Illawarra is a not-for-profit community college and Registered Training Organisation with a broad social inclusion agenda and Alesco Illawarra is an integral service in the achievement of WEA's vision.



WEA Illawarra Vision

To improve the lives of people by offering them appropriate education and training in a nurturing and caring environment.

Alesco Mission

Alesco Illawarra will provide a safe, respectful and inclusive environment in which young people can explore learning, develop their potential, and be well equipped to meet the challenges of education, work and life in the 21st Century.

We value

Respect – acknowledging the importance of each person's identity, needs, heritage, traditions, skills, knowledge, and aspirations, and having a commitment to honesty and open communication.

Collaboration - an interactive process that enables people with diverse expertise to generate creative solutions to mutually defined problems. The outcome is different and enhanced from the original solutions that any team member would produce independently.

Self-Reflection and Accountability – taking time to analyse and understand our own needs, thoughts and resulting behaviours, and taking responsibility for our actions.

Our Charter

Welcome to the Alesco Illawarra learning community!

Our school strives to lift up young people, developing in them renewed hope, self-worth, autonomy and optimism.

Our job is to help young people believe in themselves and to realise that they can shape their future and choose what it will be, regardless of what has come before.

We acknowledge that staff, students and caregivers are all on a learning journey together and we work hard to make sure nobody gets left behind.

We are committed to shaping the lives of young people so that they flourish and are positive contributors to their communities.

Our **School Culture**
is characterised by:

- Belonging
- Kindness
- Patience
- Courage
- Trust
- Responsibility
- Acceptance and forgiveness
- Respect for self and others
- Championing growth
- Unconditional positive regard for each member of the school community
- Recognition and celebration of everyone's giftedness
- No excuses

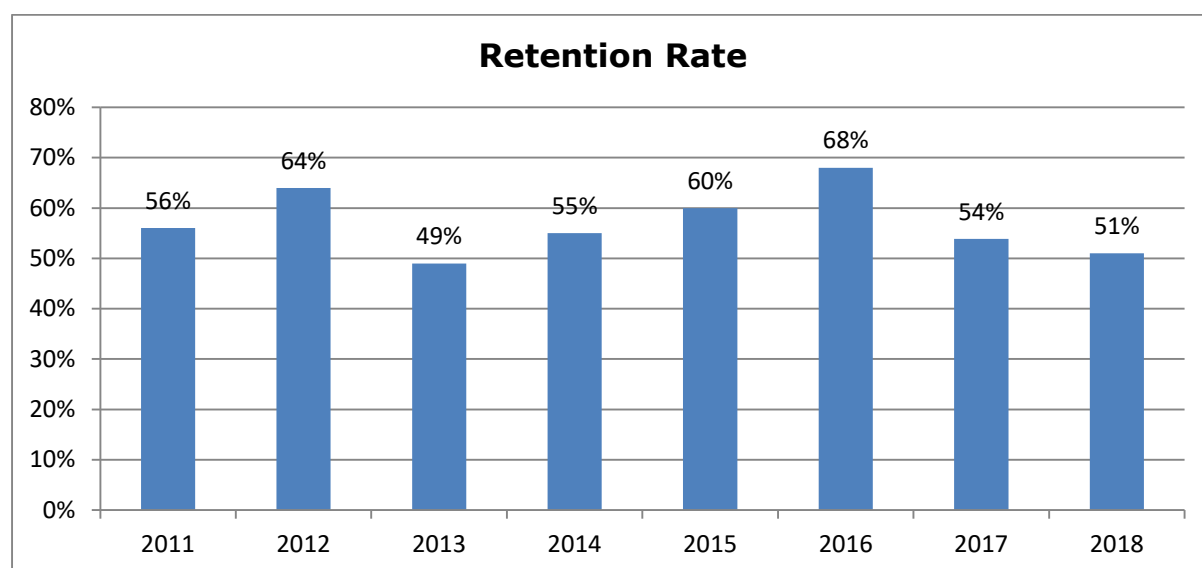
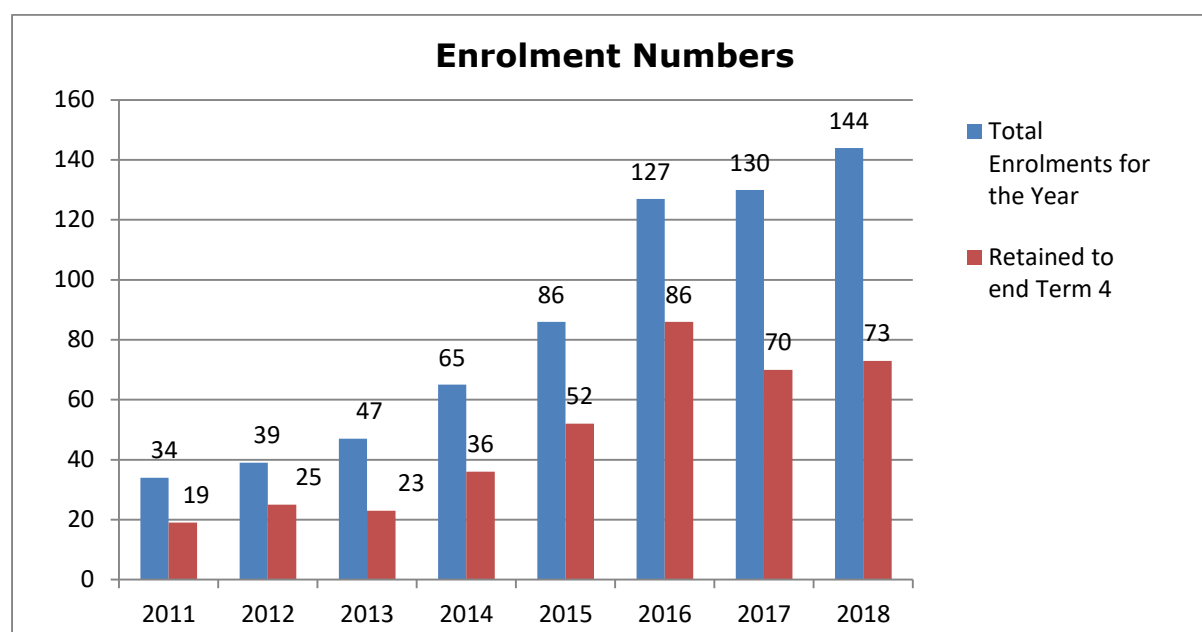
Our **Learning and Teaching Practice**
is characterised by:

- The quality delivery of the NSW Curriculum
- Specialised strategies for healing, growth and achievement
- Belief that every student can learn, progress and succeed
- A shared commitment to growth mindset and life-long learning
- Student-centred and engaging learning experiences
- An active student voice
- Practice that is evidence-based and reflective of current research
- Being well prepared
- Innovation
- Flexibility

Characteristics of the Student Body

The NSW Minister for Education has granted Alesco Illawarra status as a Special Assistance School. This recognises that the school primarily enrolls students with social, emotional or behavioural difficulties.

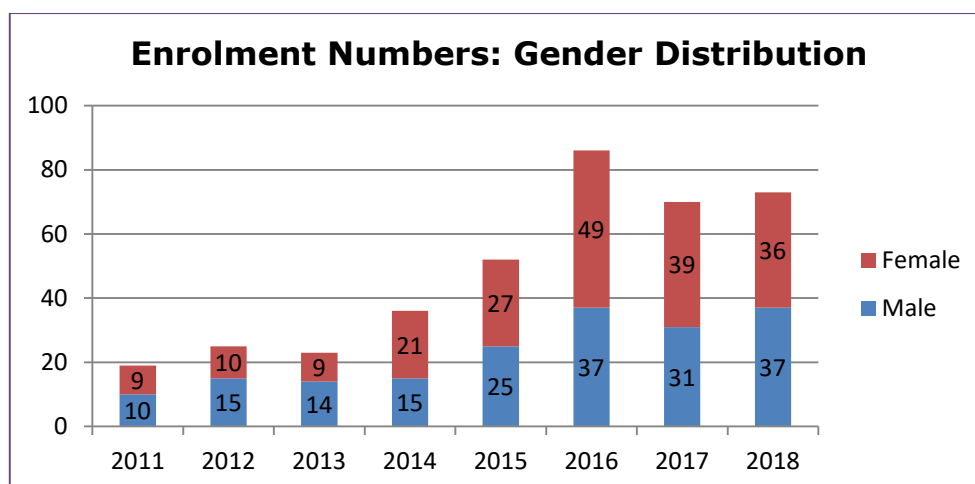
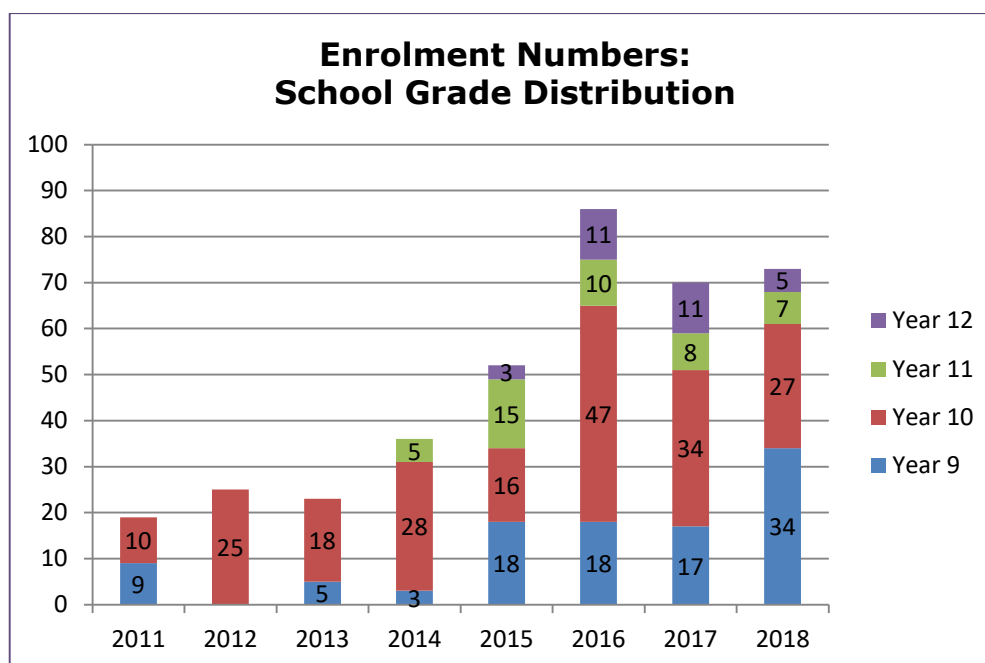
Throughout 2018 Alesco Illawarra enrolled a total of 144 students across Years 9, 10, 11 and 12. Seventy (73) students maintained their enrolment until the end of Term 4, representing a 51% retention rate. Each year, Alesco Illawarra takes on a new cohort of students and the challenges each student faces in completing their education will impact differently on their desire and capacity to complete the school year. The introduction in 2014 of a HSC pathway has provided an opportunity for students to complete their senior schooling with Alesco Illawarra and it is encouraging to note a consistent number working towards this milestone.



Of the 73 students enrolled at the end of Term 4 in 2018, two students graduated having completed their HSC and 39 students re-enrolled to continue their schooling with Alesco Illawarra in 2019 as follows:

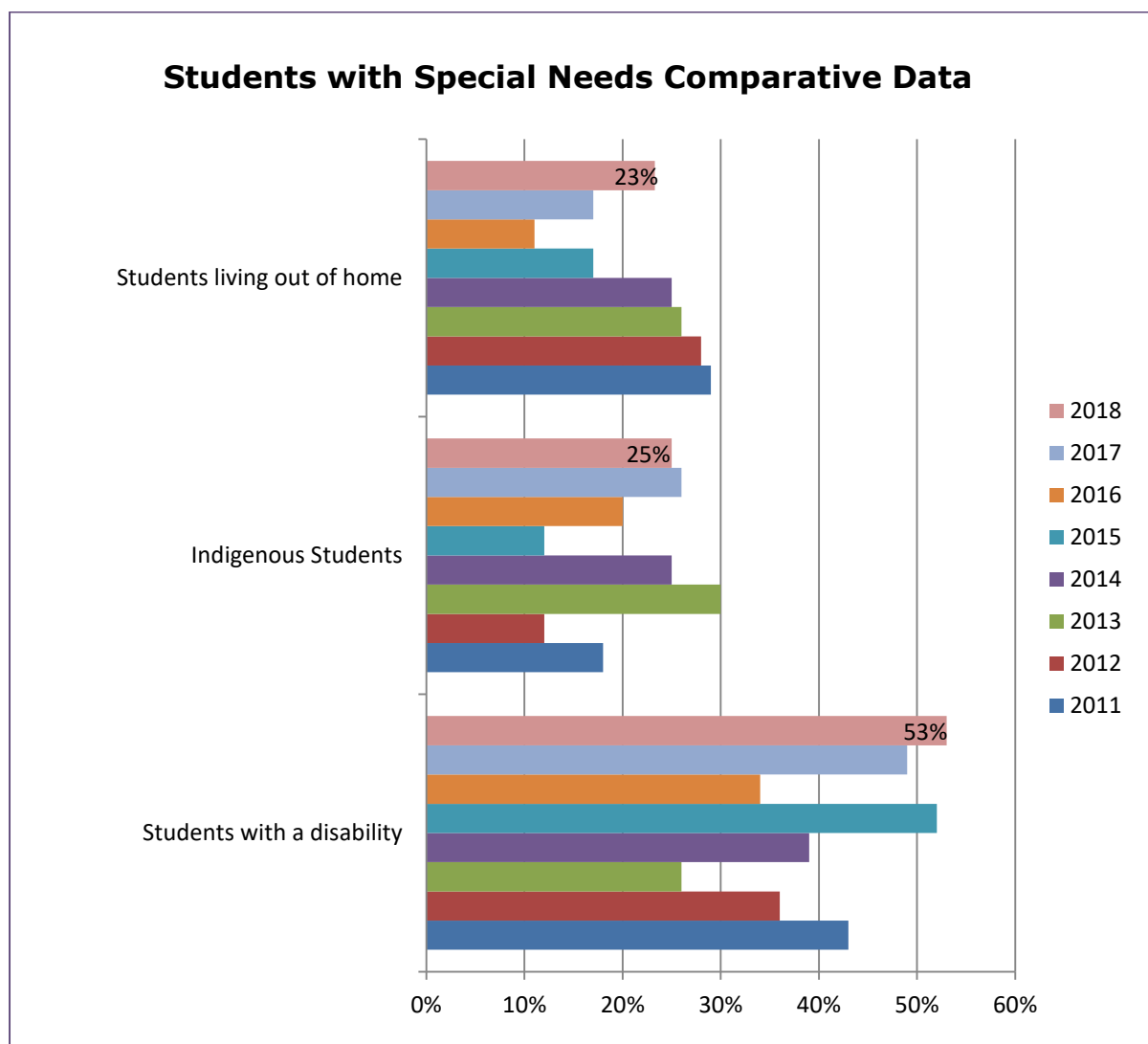
	Number of Students
Year 9 students returning for Year 10	23
Year 10 students to continue with Year 10	4
Year 10 students returning for Year 11	6
Year 11 & 12 students returning to continue with their HSC	6
Total number of students returning to Alesco in 2019	39 (53%)

The following charts indicate the distribution of students who remained enrolled to the end of Term 4 in school grades and by gender, compared across all years of Alesco's operation.



Of the 73 students enrolled until the end of the 2017 school year:

- 23% of students either lived with a family member other than their parent, a family friend, independently, in out of home care arranged by the State, a youth refuge or other supported accommodation situation because they are no longer able to live at home.
- 25% identified as Aboriginal or Torres Strait Islander.
- 53% had a disability which impacted on their learning and for which supplementary, substantial or extensive adjustments were required to enable them to participate in their education along with their peers.



Student Performance

NAPLAN

Results for Alesco Illawarra Year 9 student outcomes in standardised national literacy and numeracy testing can be found on the My School website (<http://www.myschool.edu.au>).

Year 10

Twenty-seven (27) students were enrolled in Year 10 at the completion of the 2018 school year, with 15 completing Year 10 mandatory course requirements in English, Mathematics, Science, History, Geography and PDHPE. These students will be eligible to receive their Record of School Achievement (RoSA) credential if they leave school education before completing the HSC.

Many of the Year 10 students who did not complete all mandatory course requirements were participating in our non-accredited Outreach Programs with the aim of re-engaging with education and preparing for transition to work. Three of these students were accepted into transition to work programs with community/job network providers at the end of the school year.

Preliminary HSC (Year 11)

In consultation with relevant stakeholders and authorities, Alesco Illawarra made the decision in 2014 to offer a pathways program to facilitate a pattern of study leading to the achievement of the HSC for senior students. The pathways program has been offered in line with the guidelines provided in the NESA Assessment Certification Examination website. Stage 6 students are enrolled full-time and have a timetable which reflects the indicative hours of study for each subject. The pathways program acknowledges that some Alesco Illawarra students may require more time to meet the outcomes at a standard that reflects their knowledge and understanding of a subject.

In 2018, eight (8) students were enrolled in a standard Preliminary HSC program (ie, completing 12 units of Preliminary courses in one year). Of these students, 6 finished the school year and completed all course requirements. The courses studied were:

Food Technology (2 unit)

Mathematics Standard (2 unit)

Visual Arts (2 unit)

English Studies (2 unit)

Sport, Lifestyle and Recreation Studies (2 unit)

VET – Certificate II in Skills for Work and Vocational Pathways (2 unit).

An additional 4 students were enrolled in the HSC Pathways Program, with three students fully completing their Preliminary course requirements in 2018. The courses studied by these students were:

Visual Arts (2 units)

Sport, Lifestyle and Recreation Studies (2 unit)

VET – Certificate II in Skills for Work and Vocational Pathways (2 unit).

A total of 2 students were awarded their Year 11 RoSA when they left school at the end of 2018 to pursue further vocational training.

Higher School Certificate

A total of 6 students studied HSC courses in 2018. Courses and achievements are listed in the following tables.

Board Developed Courses	Number of Students
English Studies	4
Mathematics General 1	4
Food Technology	4
Board Endorsed Courses	
Vocational Training – Cert II Skills for Work and Vocational Pathways	1 (16.7%)
Achievements	
Students awarded HSC	2 (33%)
Students awarded Year 12 RoSA (having left in year 12 before completing HSC)	2
Students returning to complete HSC as part of pathways program	2

We congratulate all the students who were awarded their HSC or have made progress towards their HSC and school completion. It should be noted that many of the Alesco Illawarra students sitting for HSC examinations are the first in their immediate family to have done so. In the context of Alesco Illawarra as a Special Assistance School, regardless of HSC Bands achieved, it is a significant achievement for our students to have participated in the HSC examinations and be on their way to completing their secondary schooling.

Table: Higher School Certificate Results – Board Endorsed Courses

Subject	Year	No. of Students	Performance band achieved School and State %			
			Bands 4-6		Bands 1-3	
			School	State	School	State
Food Technology	2016	9	0	52.49	100	40.51
	2018	4	0	62.76	100	37.25

HSC Food Technology was not studied in 2017.

Workforce Composition

Alesco Illawarra employed the following staff in 2017

Category	Number of Staff	Full-Time Equivalent
Teaching	13	10.2
Non-Teaching	13	8.3

There were no members of staff who identified as being of Aboriginal or Torres Strait Islander descent at the time of the annual school census.

Teacher Accreditation and Qualifications

All teaching staff met the professional requirements for teaching in NSW according to the following categories:

Level of Accreditation	Number of Teachers
Conditional	0
Provisional	1
Proficient Teacher	12
Highly Accomplished (voluntary accreditation)	0
Lead Teacher (voluntary accreditation)	0
Total number of teachers	13

Qualifications of Alesco Illawarra teaching staff

Category	Number of Teachers
i. Teachers having teacher education qualifications from a higher education institution within Australia or as recognised within the National Office of Overseas Skills Recognition (AEI-NOOSR) guidelines	12
ii. Teachers having a bachelor degree from a higher education institution within Australia or one recognised within the AEI-NOOSR guidelines but lack formal teacher education qualifications.	1

Professional Learning

Alesco Illawarra staff and Board members participated in the following externally facilitated professional development sessions in 2017:

Activity	Teachers	Support Staff	Board Members
Staff Development Retreat – school improvement, planning, trauma informed practice, child protection, technology	10	9	
AISNSW Governance Symposium	1	1	4
Introduction to School Governance			2
School Governance			2
Legal Compliance			2
Financial Compliance			2
Executive Supervision			1
School Board Survey			6
Child Protection Legislation			3
Masterclass in Board Leadership			1
ASIST Suicide Prevention		1	
Child Protection: Obligations in Identifying and Responding to Children and Young People at Risk		2	
Positive Schools Conference		1	
VET Networking Day		1	
Berry Street Education Model (2 days) in trauma informed positive education	11	10	
Geography skills workshop	1		
Mental health and school based support		1	
Positive Leadership short course		1	
Familiarisation Geography Curriculum		1	
Personalised Learning Processes for Aboriginal Students		1	
Nationally Consistent Collection of Data Moderation and Support	4	1	
VET RTO Update Webinar	1		
CPR Training	1	1	
First Aid Training	8	5	

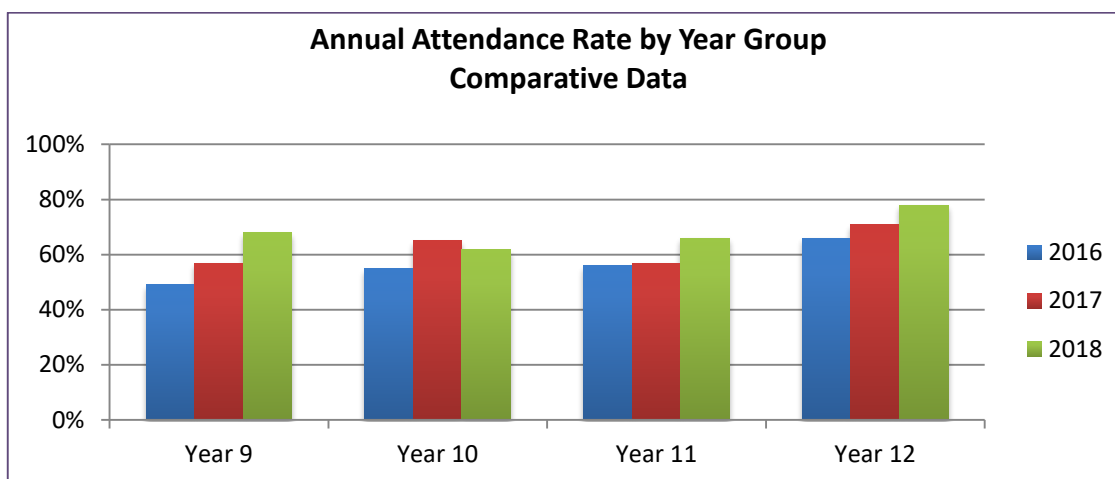
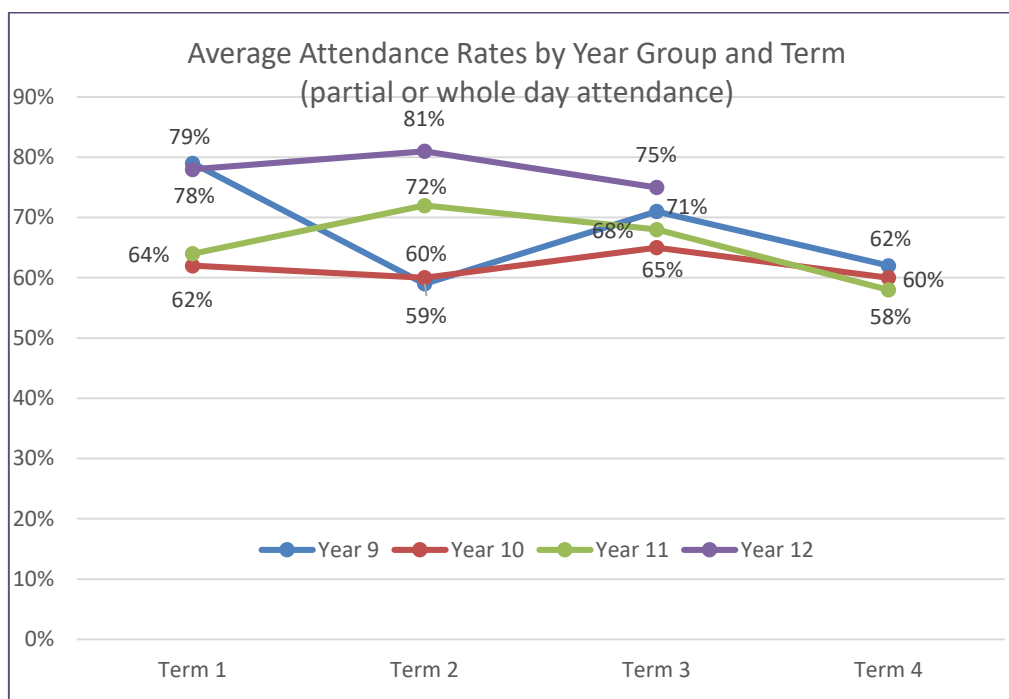
In addition, regular professional learning sessions were held through such activities as staff meetings, pupil free days for curriculum review, and other internally facilitated sessions relevant to key issues for the Alesco team.

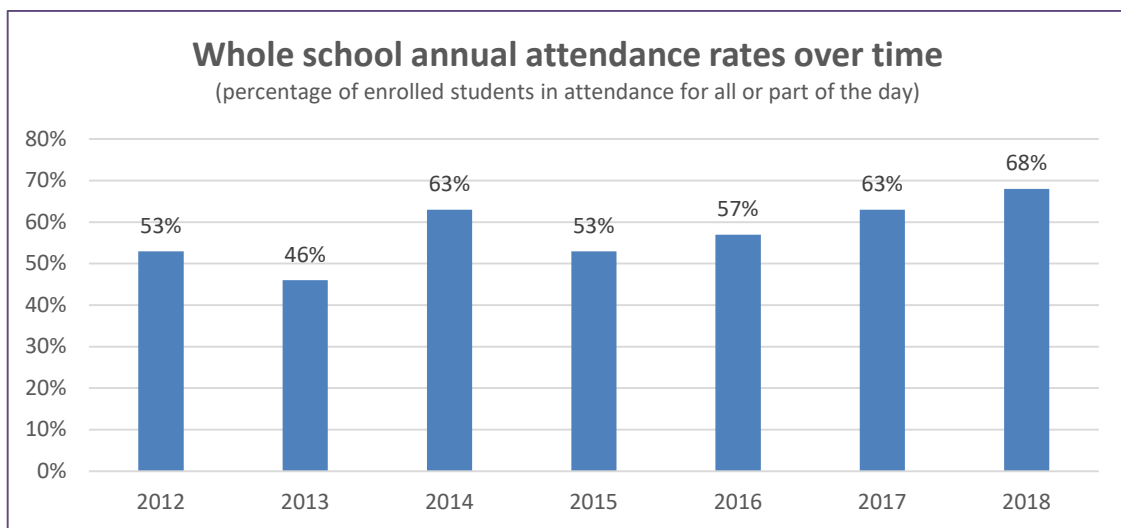
Student Attendance

Overall, attendance rates for students at Alesco Illawarra improved from the previous year, however there is variation in attendance rates between the Year groups and from term to term.

Attendance rates in 2017 are detailed as follows:

	Present for part or all of the day			
Year Group	Term 1	Term 2	Term 3	Term 4
Year 9	79%	59%	71%	62%
Year 10	62%	60%	65%	60%
Year 11	64%	72%	68%	58%
Year 12	78%	81%	75%	N/A





A significant number of students face personal, socioeconomic, and other barriers to completing their education. It should be noted that prior to attending Alesco Illawarra many students were not attending school at all and it is an achievement for many that they are establishing a regular pattern of attendance, even if this is, at times, only partial attendance on any given school day.

Alesco Illawarra remains committed to working with students, parents/carers and other support people to improve student attendance. Individual consideration is given to each student and their particular circumstances. Strategies include home visits, attendance agreements with students, negotiated flexibility in attendance where a student can demonstrate a satisfactory work completion rate, support meetings with parents/carers and other service providers involved in the care of the young person and exemptions from attendance for specified periods where medical or mental health problems are present.

Information on the school's attendance rates can also be found at the My School website: <https://www.myschool.edu.au/>

Post-School Destinations

Intended destination of students enrolled in Year 10 as at Term 4 in 2018
(n = 27)

Destination	Number of Students
Re-enrolled at Alesco in 2018 to undertake Year 11	6
Enrolled in other schools or TAFE to undertake Year 11	4
Re-enrolled at Alesco in 2018 to continue with Year 10	4
Undertaking vocational training, apprenticeship or traineeship	1
Transition to work programs	4
Employed full-time, part-time or seeking employment	3
Unknown destination	5

Intended destination of students enrolled in Year 11 and 12 as at Term 4 in 2017
(n = 12)

Destination	Number of Students
Returning to Alesco Illawarra to continue with HSC	6
Undertaking vocational training, apprenticeship or traineeship	1
Continuing with HSC at another school	1
Employed full-time or part-time	3
Unknown destination	1

Student Retention Rates from Year 10 to Year 12

Alesco Illawarra is tracking student retention from completion of Year 10 through to completion of Year 12. Our HSC Pathways Program was first introduced in 2014 when our first cohort of students commenced in Year 11 with Preliminary HSC courses. In 2018, two students completed their Pathways Program and graduated with their Higher School Certificate. Neither of these students were enrolled at Alesco Illawarra for their Year 10 courses (in 2015), having transferred to Alesco from another school in Year 11.

The total number of Year 10 students enrolled at any time in 2015 was 32 students. We were not able to retain any students from this cohort from Year 10 through to Year 12 completion. The nature of our school means that we have a high proportion of students transitioning into and out of Alesco Illawarra at various times in their academic pathway and for various reasons, including:

- transitioning back into mainstream schools which provide a wider range of academic options than is possible to offer at Alesco Illawarra;
- desire for non-academic pathways including transition to vocational training and employment;
- transient and itinerant family situations including homelessness.

Enrolment Policies

Policy No: 1.5	Enrolment Policy
Version	2.2
Created	30 November 2010
Reviewed	29 July 2013 3 December 2013 20 December 2016 20 July 2017
Next Review Date	20 July 2019

Alesco Illawarra is a school specifically designed to help young people with barriers to education, or who are at risk of not completing their education, to re-engage with learning.

The school aims to provide learning opportunities for young people eligible to complete Stages 5 and 6 and are unable to complete their education within the traditional school environment.

The selection process for Alesco Illawarra explores the following key areas to determine suitability for our program:

- Learning difficulties/disabilities
- Behavioural and/or social and emotional difficulties/disabilities
- Financial disadvantage and /or social isolation
- Previous academic performance and disconnection with learning
- Indigenous, cultural and linguistic background
- Desire to overcome past difficulties and move on to future education, employment or training.

Alesco Illawarra caters for students whose behaviour or health support needs can be managed within the school's facilities and staff to student ratio. The school is best suited to students who can operate within the adult learning environment and can take responsibility for themselves, their learning and their actions. Of primary importance is our ability to provide a safe learning environment for all students and staff. We all have a right to be safe at school and therefore a responsibility to not do anything which may threaten, or harm or cause danger to self or others.

Students applying to attend Alesco Illawarra must complete the appropriate application form and submit all required documentation prior to meeting with school staff for an interview. A student's acceptance into the program is dependent on their presentation at interview, information provided from previous schools, and the student's and parents/carers attitudes towards and demonstrated ability to work within the policies and philosophy of Alesco Illawarra.

All students who are enrolled at Alesco Illawarra will be required to undergo a literacy and numeracy assessment if the teaching staff deems it necessary. This may be conducted prior to enrolment if required.

Continued enrolment at Alesco Illawarra is dependent upon the student making satisfactory academic progress, attending consistently, making a consistent

effort to participate in learning and other school activities when in attendance, and the student and their parents/carers observing all behavioural codes of conduct and other requirements of the school which are applicable from time to time.

Alesco Illawarra may suspend or terminate the enrolment of a student, either temporarily or permanently at any time for reasons which may include, but are not limited to:

- a) a serious breach of the School's rules, Code of Conduct or Discipline Policy;
- b) conduct which may damage the reputation of the School or adversely affect the safety, health or wellbeing of its students or staff; and
- c) where the Principal or the Board of Directors believes that a mutually beneficial relationship of cooperation and trust between the School and the parent/carer(s) has broken down and adversely impacts on that relationship.

Alesco Illawarra may terminate the enrolment of a student without notice if, either before or after the commencement of enrolment, the School finds the relevant particulars of the special needs of the student have not been provided to the School or the particulars provided are materially incorrect or misleading.

The School has an absolute discretion in determining the weight of each of the factors it takes into account in determining whether a student will be offered a place in the school or in the continuation of a student's enrolment.

Policy No: 1.6	Information required upon application to Alesco Learning Centre Illawarra
Version	1.2
Created	30 November 2010
Reviewed	July 2013
Reviewed	February 2017
Next Review Date	February 2019
Related Documents	Alesco Illawarra Application for Enrolment 1.12 POL Register of Alesco student enrolments 1.13 PROC Register of Enrolments, Attendance Record Keeping and Exemptions

Due to the nature of the target group attending Alesco Illawarra and the school's intended focus, Alesco Illawarra requires specific information regarding the student's history when applying to enrol.

This information includes but is not limited to:

- Personal details: name, age, address, DOB etc; (including proof of identity either through birth certificate or photo ID which includes a birth date)
- Parent/guardian contact details, if aged under 18 at time of application
- Current living arrangements
- Emergency contact details
- Details of the referring service provider (if applicable)
- Assessment and service provider support details (including any reports or letters of support from psychologists, psychiatrists, counsellors)
- Demographic information: ATSI identification, cultural/linguistic background, disability)

-
- For students born overseas, information regarding arrival date, citizenship or residency status and visa number and class
 - Medical conditions and medication (if applicable)
 - Previous education details (including most recent school reports)
 - Other training or employment information.

This information will be gathered through the *Application for Enrolment* form. No student will be accepted without a completed application form. No application will be processed without all of the essential supporting documentation being provided with the application.

Other School Policies

Student Welfare

Alesco Illawarra seeks to provide a safe and supportive environment which:

- supports the social and emotional wellbeing of students
- encourages academic achievement
- minimises risk of harm.

The following policies are in place to support student welfare and are available on the Alesco Illawarra intranet or on request to the Business Manager. Policies marked with an asterisk (*) were reviewed in 2018.

Child Protection

Child Protection policies were reviewed in 2017. Policy regarding Working with Children Checks is incorporated into the WEA Illawarra Fit and Proper Persons Policy, as WEA Illawarra is the governing body and employer.

Type	Number	Name
Policy	2.1	Child Protection Policy *
Procedure	2.1	Reporting Risk of Significant Harm *
Form	2.1a	Child Protection Report to Community Services *
Form	2.1b	Proof of Identity
Policy	2.2	Role of Staff in Care and Protection
Policy	2.3	Harm Relating to Actions of a Student, Trainee or Apprentice
Glossary		Child Protection Terms
WEA Policy	1P01	Fit and Proper Persons
Resource		Office of the Children's Guardian Working With Children Check Phase-In Schedule
Resource		Office of the Children's Guardian Working With Children Check Information for Employers Guide
Resource		NSW Government Online Mandatory Reporter Guide
Resource		Protocols for Internal Investigative and Disciplinary Proceedings (AISNSW/IEU)
Resource		An Introduction to Creating Safer Independent Schools (AISNSW)

General Welfare, Security and Safety

Type	Number	Name
Policy	1.7	Individual Plans for Students
Policy	1.11	Corporal punishment
Policy	1.12	Register of Alesco Student Enrolments
Policy	1.13	Student Attendance and Exemptions
Procedure	1.13	Register of Enrolments, Attendance Record Keeping and Exemptions *
Policy	1.14	Visitors to the Centre
Policy	1.15	Request for police assistance
Policy	1.16	Withdrawal of a student from Alesco Illawarra
Form	1.16	Student destination unknown notification
Policy	1.18	Student excursions
Policy	1.21	Duty of care

Policy	1.22	Lock down
Policy	3.8	Student supervision
Policy	3.9	Students travelling in staff vehicles
Policy	5.5	Student Code of Conduct
Policy	5.5	Student Rights and Responsibilities
Policy	5.9	Student Medical Disclosure and Medications
Policy	5.10	Students and Alcohol and Other Drugs
Policy	6.1	Welfare policy
Policy	6.2	Notification of concern for student welfare
Policy	6.3	Referral to support services
Policy	6.4	Accepting referral to support services
Policy	6.5	Students leaving premises
Policy	6.6	Anti-Bullying policy
WEA Policy	1P10	Work Health and Safety *
WEA Proc	4WI24	Critical Incident Management *

Anti-Bullying

Alesco Illawarra is committed to providing all students with a caring, supportive and safe learning environment, helping to promote personal growth and excellence by developing confidence and self-esteem.

Bullying is an anti-social behaviour that is unacceptable and is not tolerated at Alesco Illawarra. Every student has the right to expect that he or she will be free from bullying and harassment, both inside and outside the classroom.

Alesco Illawarra has a Welfare and Anti-Bullying Plan which gives clear information regarding bullying and whole school strategies to prevent bullying and intervene effectively if bullying occurs. It addresses all forms of bullying and harassment, including cyber bullying. The plan has a strong focus on responsibility, respect and resilience and incorporates all members of the school community.

The Anti-Bullying Policy and Welfare and Anti-Bullying Plan are available on the school intranet and on request from the Business Manager.

Discipline

Students are required to abide by the Alesco Illawarra Student Code of Conduct and follow the directions of teachers and other people with authority delegated by Alesco Illawarra. Where disciplinary action is required, consequences vary according to the nature of the breach of discipline, as outlined in the Discipline Framework.

All disciplinary action is undertaken in accordance with the principles of procedural fairness as outlined in the Procedural Fairness policy and in keeping with the Alesco Illawarra Welfare Program. Decisions regarding time out from school or withdrawal from the school involve students and their carers and opportunities for appeal are provided.

Alesco Illawarra does not permit corporal punishment of students attending the school under any circumstances. The school and its staff are also not permitted to use corporal punishment regardless of whether the parent or caregiver has requested or given permission to do so. The school does not condone the use of corporal punishment by a parent or caregiver to reinforce any discipline actions implemented by the school or any disciplinary decision by a parent or caregiver.

The following policies are in place to support student discipline and are available on the Alesco Illawarra intranet or on request from the school.

Type	Number	Name
Policy	1.11	Corporal punishment
Policy	1.17	Procedural fairness
Policy	5.2	Student discipline *
Policy	5.4	Student dress standard
Policy	5.5	Student code of conduct
Policy	5.6	Student rights and responsibilities

Complaints and Grievances

Alesco Illawarra views complaints, as well as compliments and other constructive feedback as a way of creating opportunities for the school to improve its services and prevent future problems.

A suggestion or complaint can be lodged by any person who is a user or potential user of Alesco Illawarra services including a student, a parent/guardian or carer or other community member. The suggestion or complaint can be about any aspect of the service provided or not provided, the behaviour or decisions of other staff, or about workplace practices, policies or procedures. Complaints may be made verbally or in writing by contacting the Principal.

All complaints and grievances will be handled fairly by the appropriate people within the organisation in a timely and confidential manner

The following policies and procedures are in place in relation to complaints and grievances and are available on the Alesco Illawarra intranet or on request from the Business Manager.

Type	Number	Name
Policy	1.10	Complaints and grievances received by the school
Form	1.10	Complaints form
Policy	1.17	Procedural fairness

School Improvement Targets

Domain	2018 Priorities	Achievement
Student-centred teaching and learning	<ul style="list-style-type: none"> Commence formal whole of school Trauma Informed Practice training in conjunction with Berry Street Education Institute, with initial model development in late 2018, and follow up training, review and evaluation in 2019. Roll-out of G-Suite for education including providing online learning for students through Google Classroom, investment in Chromebooks for student school use and improvements in wi-fi systems. Employment of a Transition Support Worker to develop, implement, monitor and evaluate student work experience program and support other transition pathways for students to and from Alesco. Review of VET offerings for senior students 	<ul style="list-style-type: none"> First two days of Berry Street trauma informed positive education training held in Term 4 2018. Staff worked towards implementation of strategies to enhance trusting relationships with students and to work effectively with dysregulated students using understanding of trauma impacts on students' ability to learn. Three campuses regularly using Google Classroom for teaching and learning. Continuing to roll out in other campuses. 80 Chromebooks purchased and in regular use by students. Upgrade to Wollongong campus Wi-Fi system to improve connectivity. Installation of Wi-Fi network at Nowra campus. Improvements to Wi-Fi access at Lake South campus. Transition Support Worker employed end Term 2 2018. Working across campuses to support transition planning with students according to stated goals for the future. Introduced new Preliminary VET course in Skills for Work and Vocational Pathways as this was better targeted to the vocational needs of students than the previously offered Business Studies course. Students learnt practical skills in searching and applying for work, literacy and numeracy skills for the workplace, communication and team work, and had the opportunity to achieve their White Card and First Aid qualifications. Students were offered EVET courses for the first time as part of their Preliminary program.

Domain	2018 Priorities	Achievement
Change Management	<ul style="list-style-type: none"> • Employment of a Manager of Health and Wellbeing with leadership and mental health clinical skills to lead whole of school wellbeing initiatives, including staff wellbeing. • Participate in AISNSW School Improvement Service to identify further priority areas and action plans for quality improvement. • Consolidate Leadership Team, clarifying roles, building on strengths and developing staff to continue with collaborative change management and improvement in school culture. • Move Koonawarra campus to Lake Illawarra to improve student access and response to community need. • Additional Outreach Campuses established and registered in Vincentia and Southern Highlands to meet community need. 	<ul style="list-style-type: none"> • Manager Health and Wellbeing employed in January 2018. Working across all school campuses to provide student case management and team leadership for Student Learning Support Officers. • AISNSW Consultant worked with school Executive to develop school vision, mission, values and charter over a six month period. • New Leadership Team in place by end of 2018. Members include Principal, Business Manager, Manager Health and Wellbeing, Stage 5 Coordinators x 2 and Stage 6 Coordinator. • Recruitment for Leader of Teaching and Learning took place in Term 4, to commence in 2019. • Recruitment for a Wellbeing Manager for Shoalhaven campuses took place in Term 4, to commence in 2019. • Lake South Campus opened in February 2018 providing opportunity for students in Shellharbour Local Government Area to access alternative schooling. • Vincentia and Bowral campuses opened in Term 3 2018 expanding reach of Alesco Illawarra into new areas.
Systems Improvement	<ul style="list-style-type: none"> • Continued improvements in school systems for monitoring student attendance and pro-actively working with students and carers to improve student attendance. • Continued improvements in school systems for monitoring and implementing student discipline within a trauma-informed framework. • Review of academic reporting system, including whole school moderation processes and change of reporting method using Student 	<ul style="list-style-type: none"> • Manager Health and Wellbeing working with Outreach Coordinator and Wollongong Lead Teacher in monitoring attendance and implementing strategies to support regular attendance. • Reviewed suspension procedures, ensuring support provided for effective transition of student back to school after suspension. • Sentral used for yearly academic reports for Stage 5 students across campuses. Further work to be done on

Domain	2018 Priorities	Achievement
	Management System (Sentral) for Stage 5 and Stage 6	moderation processes across campuses and using Sentral for Stage 6 academic reports.

School Improvement Priorities for 2019

- Employment of a Leader of Teaching and Learning to work with teaching staff on excellence in professional practice, including curriculum review (what we teach), evidence based teaching and learning strategies (how we teach) and feedback and assessment (how do we know students are learning).
- 100% of students have an Individual Education Plan which includes baseline literacy and numeracy data, student-centred learning goals, academic adjustments to be made in teaching programs, differentiation requirements, and adjustments to assessment. Individual Education Plans to also include comprehensive wellbeing plan and transition plan for each student, with regular discussion and review between Alesco Illawarra team members involved in supporting the student, the student and parents/carers.
- Professional development for staff in making adjustments in assessment and providing other evidence-based strategies for feedback to students in line with growth mindset principles. Development of supporting systems to track evidence of student growth.
- Continue with whole of school professional development in trauma informed positive education practices through the Berry Street Education Model and implement team agreed changes in practice in line with training.
- Pilot program of project based learning for Stage 5 students, with evaluation and recommendations for implementation across campuses.
- Review of Stage 6 structure and course offerings in line with student-identified transition pathways.
- Review of academic reporting system, including whole school moderation processes and change of reporting method using Student Management System (Sentral) for Stage 5 and Stage 6.
- Participation in research using self-determination theory within the Alesco Illawarra model, including professional development of staff in understanding self-determination theory.
- Closure of the Alesco Illawarra Bulli Campus with movement of students and staff to Wollongong Campus, allowing students opportunity to work towards Stage 5 RoSA credential. Restructuring of Stage 5 program at Wollongong campus to better meet student needs.
- Improved collaboration between teaching staff across campuses in teaching and learning program development.
- Employment of a Wellbeing Manager to work across Shoalhaven Campuses in case management and Team Leader for Shoalhaven SLSOs. Work with Manager Health and Wellbeing on policy review and development in wellbeing areas. Implementation of wellbeing initiatives to enhance student belonging and an active student voice.
- Implement new student intake process, including new interview process and team review process to determine suitability for Alesco Illawarra program.
- Fortnightly Leadership Team meetings to review, develop and implement school improvement strategies, and monitor and improve operational aspects.

Initiatives Promoting Respect and Responsibility

Alesco Illawarra programs regular time during the school week for wellbeing and social-emotional learning, led this year by the Manager of Health and Wellbeing in conjunction with student support staff. The focus is on positive behaviour support and respectful relationships. Students participated in Harmony Day, promoting respect and understanding of diversity and multiculturalism. Students initiated several fundraising projects to support local welfare services, including operating a cake and coffee stall as part of their Year 11 VET Course in Skills for Work and Vocational Pathways. A donation was made to the Wollongong Homeless Hub with the proceeds of the stall.

The school employed a part-time Chaplain with the funding from the National School Chaplaincy Program. Staff, students and parents continued to support this initiative which provides pastoral care for individual students.

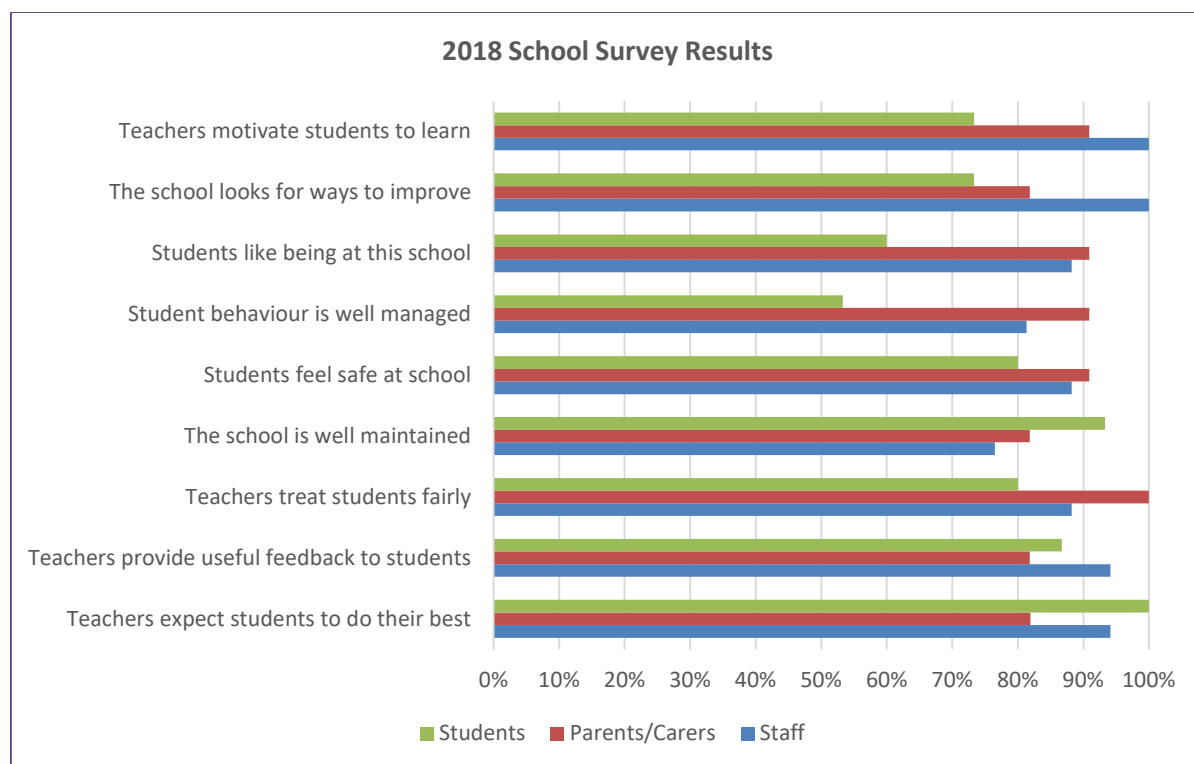
Work experience placements and other work preparation programs were organised for some students in 2018. The work experience program is only offered to students who have consistently demonstrated respect and participation in the teaching and learning programs and who are able to take responsibility for their actions in a workplace setting.

Wellbeing of staff is important in the school environment as well. In 2018 regular briefings and debriefing sessions allow staff the opportunity to deal with issues as they arise and communicate effectively with the whole team about particular student welfare needs and strategies to be implemented for behaviour management and to promote continued respect and participation.

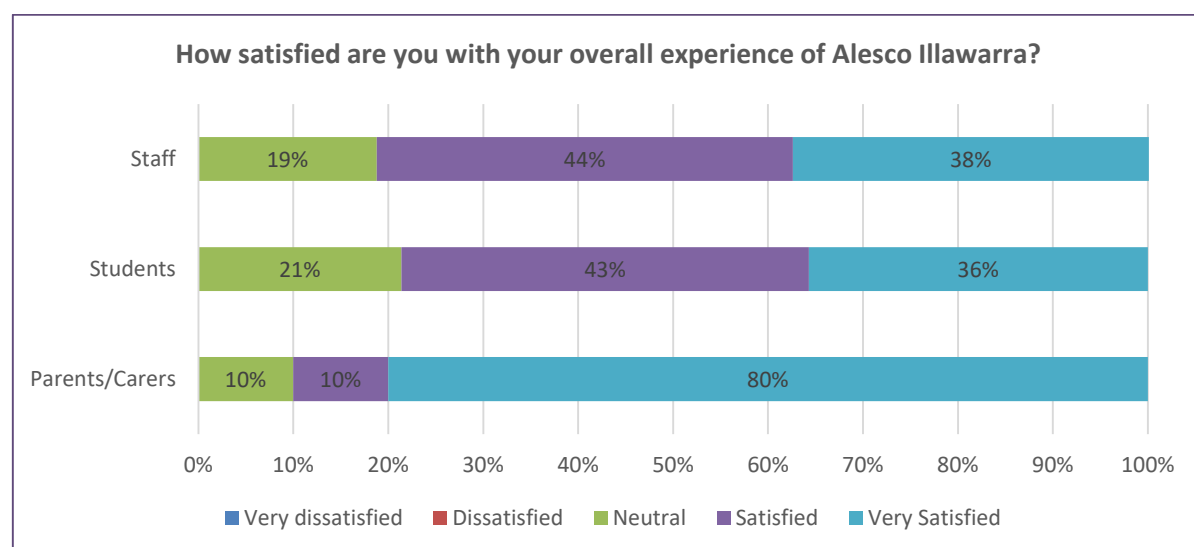
Parent, Student and Teacher Satisfaction

In 2018 Alesco Illawarra students, parents/caregivers and staff participated in satisfaction surveys. Surveys were completed by 15 students, 14 parents/caregivers and 17 staff.

This chart shows the percentage of respondents who either agreed or strongly agreed with the following survey statements.



The following chart indicates student, parent/carer and staff overall satisfaction with their experience of Alesco Illawarra.



Student Feedback

"I have selected very satisfied because my time being at Alesco Illawarra has let me be more focused at school other than being in trouble all the time and I feel like I'm learning something."

"Since I started at Alesco I have come a long way from where I first started."

"Alesco has helped me further on into my life by helping me learn about respect and they have also helped me get into TAFE which can hopefully lead onto an apprenticeship."

"With what little time I've had at Alesco I've come to understand that this school is just a little community that helps break that stressful environment like any normal school can put on."

"In comparison to my older school, this school has been a massive improvement in both my confidence and willingness to learn."

"The experience here is great and the teachers are very supportive."

"Ever since I started here I have felt welcomed and safe."

"I just thing the teachers and the environment is very warming and welcoming."

What else could we do to make Alesco Illawarra a great place to come every day?

- Free pizza every day!
- Set up an atmosphere
- Stock up on vegemite, maple syrup and ham
- Change bell times and make more breaks, take away the rule when you have to hand in your phone in the morning
- Maybe perhaps including a larger option of activities and/or subjects for students to choose from.
- More excursions.

Parent/Carer Feedback

"It is a brilliant school, I am really happy that Alesco has helped my daughter achieve her Year 10 Certificate where normal high school situation has let her down. The flexibility and more casual environment that Alesco offers is exactly what some students need to be able to excel. Great work and thank you for being there for my daughter!"

"My child no longer attends Alesco but I want to stress it was the best stepping stone to getting her back into main stream schooling. I can't thank the staff enough. They were caring comforting and accommodating in every aspect of my child's experience there. The passion for what they do is evident in their enthusiasm to help these kids. Thank you from the bottom of my heart and I hope Alesco is here for more kids in the future."

"I was a very worried parent before I sent my son to Alesco. This school has done him so much good!! This is exactly the type of schooling that needs to be implemented in every district. My son's teachers genuinely care about him and his progress. If he gets in a behaviour pattern where he doesn't want to go back to school (which is rare now) the teachers take this as a personal endeavour to get him back at school and back on track. My son loves going to school because of Alesco, he has direction now, he has personalised teaching and the attention that a government school could not give him. He would absolutely have slipped through the cracks if he had stayed in a government high school. I cannot praise the efforts of the teachers at Alesco enough! My son is brighter, happier and has something to look forward to everyday because of this school. Thankyou!!! Thankyou!!! Thankyou!!!"

"I'm very satisfied with everything this school offers for my granddaughter thank you so much for your dedication."

"Awesome learning environment for kids who struggled in mainstream. There needs to be a lot more schools like Alesco. The school has been an absolute saviour for my son and his future and for myself."

Staff Feedback

"Alesco is a positive and vibrant organisation with an enlightened view to supporting the students and staff. Management are open to discussing ideas and issues constructively."

"I think we need to continue to improve our communication with parents/carers in regards to both student learning progress and student welfare issues."

"As I am new to this role I have neutral feelings about student pathways after leaving Alesco as I haven't been involved in that yet. I believe we have strong communication within our class and are good at keeping students, staff and parents involved and up to date with current and relevant info about or service plans."

"I have only been with the organisation for a short while, my experience so far have been very positive. I like the positive atmosphere and respect shown for staff and students."

"I feel like the Alesco team have policies and procedures in place that maintain the health and safety of all staff and students. I feel well cared for in this position and know I have a huge support group to help along the way with any needs or questions. I'm really grateful to be part of such a strong, happy team and feel the service that is provided is beneficial to a wide community."

What do you believe are some of the top priority areas for continued improvement in 2019?

- Communication with staff across all campuses. Rapid allocation of equipment and resources for student learning.

-
- Diagnostic testing procedures and linking Personal Plans to outcomes.
 - Add some more options and subjects. We do a good amount of maths and a few similar things but I think we need to add more cultural and self-awareness activities.
 - Stronger focus towards improving our communication between all centres and staff. Establishing more clearly our procedures for best practice allowing a consistent approach towards students learning and behaviour.
 - Collaboration by teachers for student learning. Better understanding and implementation of strategies to meet student learning needs.



Summary Financial Information

Chart 1: Recurrent and Capital Income 2018

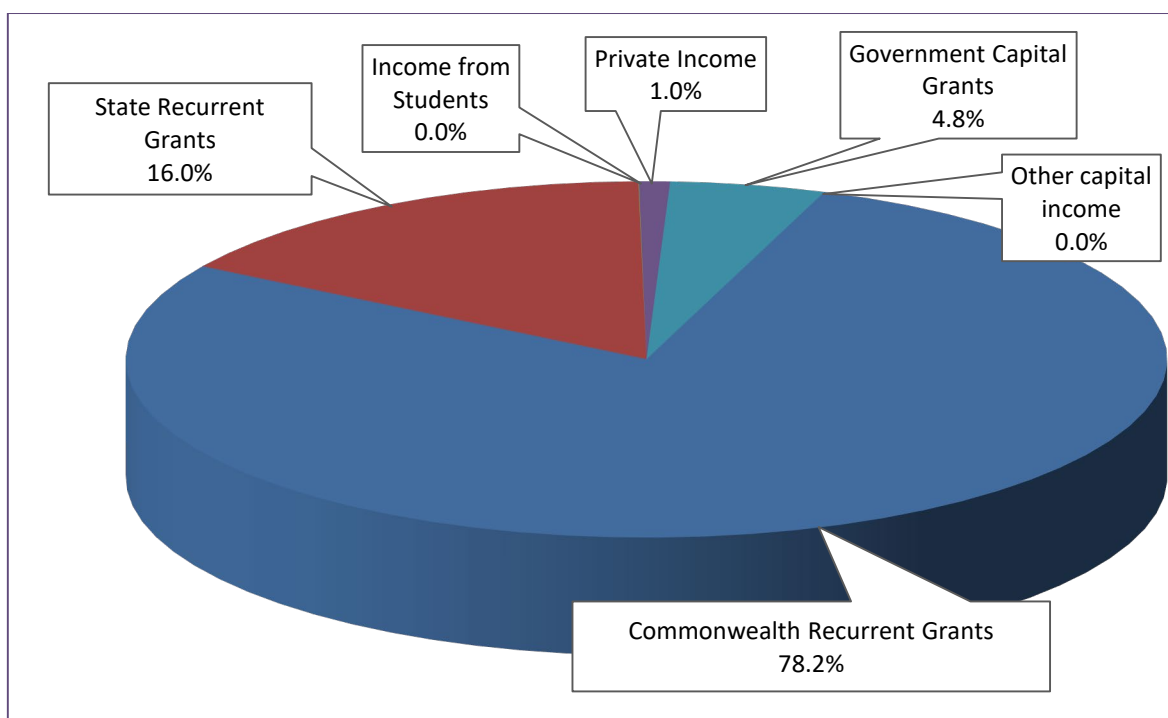
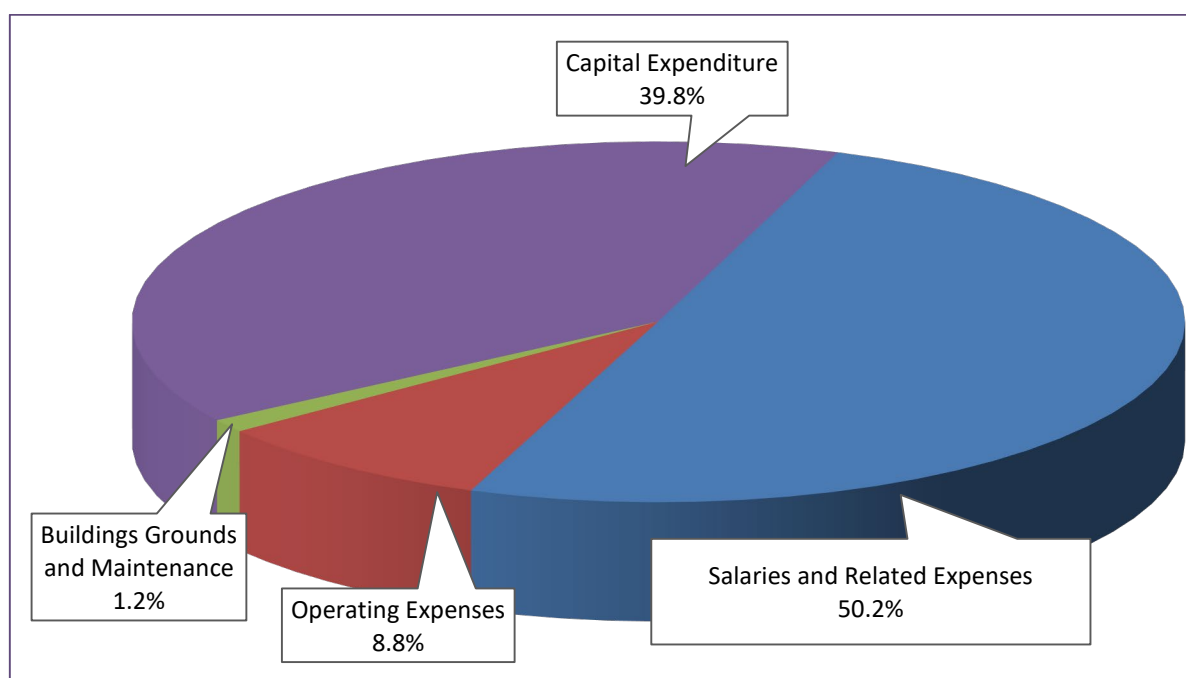


Chart 2: Recurrent and Capital Expenditure 2018



Alesco Illawarra Building Project

In 2017 Alesco Illawarra commenced a major building project to refurbish an existing building owned by WEA Illawarra to create purpose built teaching and learning facilities for senior students at the Wollongong campus. The project was finalised in 2018 with the building officially opened in July. Staff and students commenced using the facilities in Term 2 of 2018.

The building project was jointly funded by the Australian Government under the Capital Grants Program and WEA Illawarra.



Front exterior



Rear exterior



Students prepare the catering in new kitchens



Architects Renee McGuinn and Sam Jones, Business Manager Louisa Raft



Principal David Fuller, Board Chair Stephannie Jonovska, MPs Sharon Bird, Paul Scully, Anna Watson, Lord Mayor Gordon Bradbery



Manager Health and Wellbeing Monique Piper with students in the informal learning space



Learning spaces



Food Technology room