

# Operations Overview

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**GENERAL MEETING – 12 NOV 2023**

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**WESS P&C EXECUTIVE**  
**Vanessa Bertagnole – President**  
**Ece Ažman – Vice President**  
**Mardi Watson – Secretary**  
**David Woolley – Treasurer**



**P&C ASSOCIATION**  
**WEST END STATE SCHOOL**

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# President's Overview

OCTOBER 2023

**Dear Members,**

Can you believe it's the end of the year already?! Time flies when you're having fun. We managed to put on a memorable Movie Night last week despite the weather, which was a huge feat for our office staff to make happen on the day. We are so lucky to have such resourceful and creative staff who go above and beyond in their roles to help make WESS P&C the amazing organization that it is.

We also celebrated Tuckshop Day and made sure that our Tuckshop staff received some appreciation for their enormous daily efforts in providing convenient and delicious meals to aid our student's learning. They loved the cards the classes made for them!

We have recently launched our End of Year Fundraising Raffle. We are looking to top up our fundraising efforts from this year to \$45,000 so we can purchase a shade structure for the Vulture Street oval playground as voted at our last general meeting.

Lastly, we would like to encourage our members to look at what their 'Just One Thing' might be to volunteer to help share in the load for our school community in 2024. There are so many ways we require volunteer support throughout the year, whether it be putting on an event, helping in the Tuckshop, running the BBQ at Swim Club – we all volunteer for different reasons and have been sharing our 'whys' with each other to better understand how to engage and inspire more parents and careers to volunteer. Some of us want to learn new skills, share our skills, make new friends, or just give back to our school who does so much for our little people.

Please take 5 minutes to let us know how you might be able to assist in 2024 with our 'Just One Thing' survey out now. Have a nice summer holidays and we will catch you back here next year!

**Sincerely,**

**Vanessa Bertagnole**



**P&C ASSOCIATION**  
**WEST END STATE SCHOOL**

# Just One Thing Survey

What's your just one thing you can do to help your school community in 2024?

**SCAN HERE**



**TO NOMINATE**



**WE NEED YOUR SUPPORT IN**

**2024**

## **WE NEED HELP WITH :**

- Events
- Tuckshop & Uniform Shop
- In classrooms
- Community engagement & fundraising activities
- Volunteering from home and much more!

## **VOLUNTEER TODAY TO MAKE A DIFFERENCE TOMORROW**

Help create better educational experiences & outcomes for our WESS Students!

For more information on how you can get involved visit :

**[wesspandc.org](http://wesspandc.org)**

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# OSHC REPORT

Co-Ordinators - Kat George, Gillian Fawdray & Fili Vueti

## For the month of October

- Management and Business Manager working today to ensure 2024 Enrolments, change of licence, areas and staffing is smooth.
- Enrolments and Vacation Care have been a focus for this month getting ready for both.

Total Enrolment number to date: 627

## After School Care Student Wait List:

Mon	Tues	Wed	Thur	Fri
0	0	0	0	0

## Average booking numbers:

- *Waitlist positions have been offered this week the numbers with the waitlist offering are in green. Families have until Friday close of business to respond to email.*
- *Wednesday and Thursday ASC service is low on staff.*

Session	Mon	Tues	Wed	Thurs	Fri
BSC	<b>83</b>	<b>90</b>	<b>87</b>	<b>86</b>	<b>86</b>
ASC	<b>268</b>	<b>270</b>	<b>265</b>	<b>263</b>	<b>263</b>

## 2024 Enrolments:

- OWNA Enrolments for 2024 have opened this month. Started with Prep and Siblings of preps only and then the following week opened to everyone.
- Due to bookings rolling over the influx of enrolments have been steadier. Easier to manage than 2023 enrolment period.
- OWNA still have some migrating issues with enrolments, we are working with them to sort this out.

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- So far service looking to go to approximately 340 for beginning of first term with a gradual increase to 400.
  - All families receiving their current bookings for 2024 any additions are being dealt with as they come in.

### **Staffing:**

- We will lose over 12 staff during the upcoming December/January vacation care due to personal holidays. This will mean that our positions for students will decrease.
- Coordinators are working alongside the Business manager to discuss the structure of staff for 2024.
- Kat (Coordinator) will be on Maternity Leave from January 2024.
- Gillian (Coordinator) will be on Maternity Leave (resigned) from March 2024.
- Currently working with BSHS, Tafe QLD and Universities around Brisbane for casual educators, with ads out on social media also.
- Hired approximately 7 new casual educators for the build up of children in 2024 and for Vacation Care.
- Ad's to go out for AC & Coordinator role for 2024.

### **Scheduled Training for Term:**

- Mandatory Reporting Training for all Staff
- Grievance Procedure for Management Team and NS

### **Compliance and department:**

- Grievance Procedure for Management Team and NS

### **Vacation Care (Dec/Jan)**

- Vacation Care has now been sorted and sent to Business Manager for approval.
- Numbers will start at approx. 120-130 children with increase as we are more aware of staffing availability.
- Three staff to complete Bronze Medalion Lifeguard Training for use of the school swimming pool during holidays.
- Multiple incursions to be had, no excursions due to staffing.

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- Incursions include water slides incursion day with snow cones, water play and more, street science, swimming in school pool, magician, movie in the school PAC.

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# Tuckshop / Cafe

## Tuckshop Liaison Officer – Imogen Cesnick

Friday November 3<sup>rd</sup>, we celebrated Tuckshop Day! Thank you to our wonderful Tuckshop staff for the work you do each and every day.

The Tuckshop staff loved the thank you cards that the students made them and their afternoon tea organised by our amazing Tuckshop Liaison officer Imogen!



### Tuckshop Top Sellers:

Tuckshop sold 14,284 items on Flexischools between 1 October and 3 November including 240 HAM wraps/sandwiches and 545 pieces of sushi.

**The café will be introducing coffee voucher cards in response to parents wanting to buy teachers coffees to show their appreciation as well as staff members for other staff.**

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# Uniform Shop

## Liaison Officer – Maria Kastrissios

- We will be promoting senior bucket hats and senior shirts now for next year's cohort. Information will be going into the grade 5 year level newsletter - campaign to go out soon
- Promoting school house shirts and swim caps in the lead up to the swim carnivals, beginning of December – campaign to go out soon
- Order placed for WESS Swim towels – ready for term 1 PE swimming
- Getting organised and planning for back to school: will have special opening hours the week before school starts in Jan 2024, updates to come.
- Swapping from recycled plastic bags to paper bags to align with QLD Government single use plastic bag ban for 2023

### WEEKLY ORDER SNAPSHOT

uniforms	6-Oct	13-Oct	20-Oct	27-Oct	3-Nov		total
Hats	8	12	6	4	6		36
House shirts	1			1	3		5
shorts	4	11	5	4	7		31
polo	2	10	5	17	11		45



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# Community Engagement

Liaison Officer – Lauren Hudson

This term we treated our beautiful West End State School staff to a breakfast feast to celebrate World Educator's Day (technically QLD celebrates this day Oct 27th- but this day suits WESS) It takes a village to educate our students and we are so grateful for the opportunity to show our appreciation to all those hardworking and caring individuals who make up our school community.

WESS staff work hard each and every day to ensure our students feel safe, challenged and are supported in their educational journey. No easy feat!



In our Just One Thing Survey we have added in Community Language Group Representatives for our top 10 language groups at WESS to see if we can get some parents and carers to help better connect the P&C to these language groups at WESS.

We held our last chit chat of the year last week. We will continue chit chats next year as it provides an opportunity for parents and careers to connect with each other outside of our meetings in a less formal and unstructured environment. It also gives an opportunity for new people to connect with P&C representatives, School senior staff and give our café a little boost!

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# Fundraising

Liaison Officer – Katherine Bishop

## **WeCreate – Friday 20<sup>th</sup> October**

WECreate went off without a hitch thanks to the meticulous planning of both the school and the P&C.

Thanks to the efforts of the Vice-President and P&C Office staff, we had in attendance a great variety of food trucks, snacks, drinks and bar refreshments.

The silent auction brought in a total of \$7,108 (\$5,477 received to date)- for the school with our efforts as a P&C raising just under \$4,000

## **Movie Night – Friday 3<sup>rd</sup> November**

The weather kept us challenged until the absolute last minute but thanks to a responsive Screen Hire company who rushed out the morning off to determine if a location change was feasible, along with the schools facilities manager Courtney who assisted in providing alternatives, we were able to pull it off despite what mother nature intended!

We were so impressed with the turn out and support of the community. The food trucks were pumping our delicious foods with the P&C selling cold drinks, ice blocks and popcorn, there was something for everyone.

Generous contributions from the community came to over \$1700 for the night. Overall profit still being determined.

Bake sale make \$809 thanks to Jo for organizing it all and the amazing families who donated baked goods. This money is going towards the Year 6s legacy project for the school.

An amazing night over all that really highlights the community support for our school.



WESS P&C PRESENTS

END  
OF YEAR



RAFFLE

CLOSES NOVEMBER 29TH  
@ MIDNIGHT!

ENTER



HERE

UP TO \$5000 WORTH OF PRIZES  
SO MANY CHANCES TO WIN!  
TICKETS START AT \$5 TO ENTER

HELP US REACH OUR FUNDRAISING TARGET  
TO GET SHADE FOR THE UPPER OVAL PLAYGROUND

[WESSPANDC.ORG](http://WESSPANDC.ORG)

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# Grants

## Grants Liaison Officers – Phuong Trinh & Li-Ann Leon

Met with Tony (Principal) in regards to the future needs of the school.

Shade is a priority. Investigations will continue to target grants that allow for fixed shade structures around the school to complement any P&C funds that are contributed.

Unable to apply for Community Road Safety Grant contact with the Road Safety Advisor was not possible. It was a prerequisite to be eligible to discuss and have approved by a Road Safety Advisor for SE QLD

Application will be attempted for the next round.

In addition to bike education, figuring a plan to implement a bike bus (with rotating families leading) would actually be important to have reduce drop-off congestion.

Unfortunately, we were unsuccessful in our application for Queensland Cancer Council portable shade project.

Plans to apply for the Community Gambling Benefit fund (super round, \$100k, Q1 2024) remain in place.



**WATER  
RATS**  
SWIM CLUB

  
**FUN FAMILY  
EVENING  
OUT WITH BBQ  
AND DRINKS!**

**\$5**  
Entry  
per family

**EVERY THURSDAY NIGHT**  
**Term 4 week 2-9**

**6 - 8 pm**

**WESS Swimming Pool - Lifeguard in attendance**  
**For WESS students and parents, All levels welcome**

**VOLUNTEERS** required for timing races / marshalling kids / starting races / BBQ and food serving.

Download the “Swim Club connect” app to nominate.  
Fun and timed races for all levels.

- Select the races your children would like to enter
- Children are then allocated into races
- Timing is also undertaken via the app
- MEMBERSHIP CODE - 4100



iphone



Android

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