

Operations Overview

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P&C Office

Outside School Hours Care

Tuckshop / Cafe

Uniform Shop

Grants

Community Engagement

Events

GENERAL MEETING - 14 MAY 2024

WESS P&C EXECUTIVE

Vanessa Bertagnole – President

Joanne Lock – Secretary

Alanna Gibson - Treasurer

Tanya Preradovic – Business Manager



P&C ASSOCIATION

WEST END STATE SCHOOL

President's Overview

Dear Members,

I hope this message finds you well. I wanted to take a moment to update everyone on recent developments within our organisation.

First and foremost, please join me in extending a warm welcome to our new Executive team members. Alanna Gibson has stepped into the role of Treasurer, and Joanne Lock has taken on the position of Secretary. Their dedication and enthusiasm are already shining through, and I have no doubt they will excel in their new roles. Additionally, I'm pleased to announce that Lauren Hudson and Rita Truong are now co-holding the Community Engagement Liaison position, while Nicole Mathison has assumed the Grants Liaison role. Lastly, Tennille Roach is now heading up Swim Club. I have full confidence in their abilities to further our P&Cs strategic mission and objectives.

As part of our ongoing efforts to stay connected and informed, I will be attending the annual P&C Conference at the Gold Coast next weekend, accompanied by Tanya, our Business Manager, and Alex, our new Uniform Shop Manager. This presents a valuable opportunity for networking and knowledge-sharing, and I'm eager to explore new strategies for engaging parents in their children's education.

Looking ahead, with the date for our 150th Celebration Day set for August 2025, we are already beginning to outline potential planning structures. Our June meeting will mark the beginning of our preparations for this significant event, and we will prioritise seeking input from our community members early on. Furthermore, I plan to visit other school fetes throughout the year for both enjoyment and research purposes, and I welcome anyone who wishes to join me on these excursions.

Thank you all for your ongoing commitment and support. Together, I'm confident we will continue to make a positive impact on our school community.

Warm regards,

Vanessa Bertagnole
WESS P&C President

Outside School Hours Care

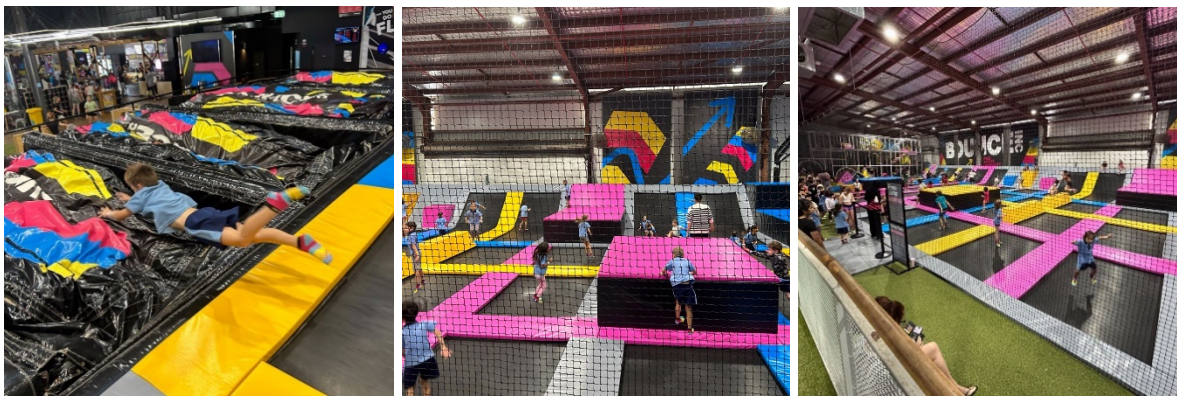
MAR-APRIL 2024

April Vacation Care saw another successful program implemented.

Week 1 Bookings: 571 (Monday public holiday)

Week 2 Bookings: 742

Our programming covered everything from Easter based Activities, to Magic Shows, Disco, Science days and an excursion to Bounce!



Staffing:

Recruitment continues to be challenging but we are making progress. We have currently welcomed a new Assistant Coordinator, Lachlan who will be overseeing the senior group and we very much look forward to his input to the service.

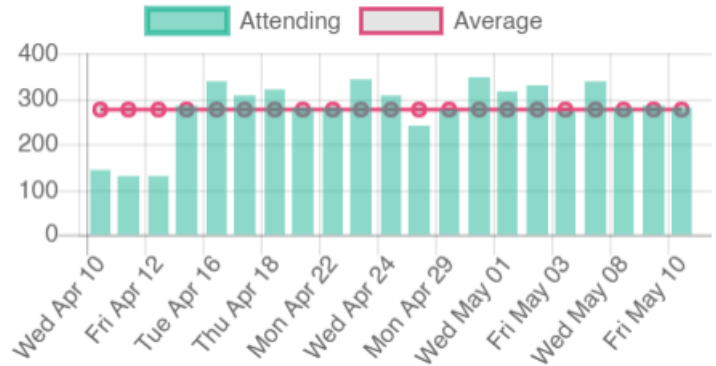
We are still looking for an Administration Officer after our previous Admin Officer resigned in March. Interviews will be commencing week 5.

Enrolments: Enrolment numbers are not as high as we would like them to be. ECA activities provide a great alternative for care after school for our community and kids so some enrolments have dropped off due to attendance at these activities. We have wait lists for some age groups on some days which we hope to offer placements to as soon as our staff numbers increase again. We anticipate that to occur in the next few weeks once new recruits have been properly onboarded.

Total Number Enrolled: 555

Attendance Stats 1st Mar – 30th Apr

Attendances - All Rooms: (5825)



5263	Daily Capacity	Apr 01 to Apr 07	Apr 08 to Apr 14	Apr 15 to Apr 21	Apr 22 to Apr 28	Apr 29 to May 05	Attendances
ECA	0	0 NaN	0 NaN	17 ∞	22 ∞	21 ∞	60
ASC PREP	0	0 NaN	0 NaN	219 ∞	173 ∞	91 ∞	483
ASC G1	0	0 NaN	0 NaN	244 ∞	194 ∞	95 ∞	533
ASC G2	0	0 NaN	0 NaN	261 ∞	200 ∞	99 ∞	560
ASC G3	0	0 NaN	0 NaN	241 ∞	191 ∞	93 ∞	525
ASC G4	0	0 NaN	0 NaN	167 ∞	131 ∞	70 ∞	368
ASC G5 G6	0	0 NaN	0 NaN	202 ∞	156 ∞	84 ∞	442
BSC PREP	0	0 NaN	0 NaN	68 ∞	51 ∞	27 ∞	146
BSC G1	0	0 NaN	0 NaN	91 ∞	71 ∞	41 ∞	203
BSC G2	0	0 NaN	0 NaN	78 ∞	64 ∞	35 ∞	177
BSC G3	0	0 NaN	0 NaN	96 ∞	81 ∞	42 ∞	219
BSC G4	0	0 NaN	0 NaN	51 ∞	43 ∞	21 ∞	115
BSC G5 G6	0	0 NaN	0 NaN	48 ∞	38 ∞	20 ∞	106
VAC PREP	29	113 77.93%	147 101.38%	0 0.00%	0 0.00%	0 0.00%	260
VAC GRADE 1-2	60	239 79.67%	297 99.00%	0 0.00%	0 0.00%	0 0.00%	536
VAC GRADE 3-6	58	232 80.00%	298 102.76%	0 0.00%	0 0.00%	0 0.00%	530
Total		584	742	1783	1415	739	5263

Uniform Shop

Convenor: Alexandra Pintilie

The uniform shop continues to run reliably, and the new opening hours are being well received by the community.

Sales: Total Sales for March and April

Flexischools:

Total orders: 190

Total Sales: \$8,804

Square:

Total Transactions: 304

Total Sales: \$25,113

Uniform Survey: The results of the community survey for uniforms were completed and provided to the Senior Administration Team. Along with community feedback, we also had student leadership input and years 3 to 6 polled.

Some results were surprising! Many children had issues with the placement of the buttons, who knew!

The feedback has been taken on board and will assist us when working with our suppliers to provide the best uniforms we can! We thank everyone for their input and to date, this survey had the most respondents out of all our surveys to date.

Lost Property: Continues to be an issue, especially as the weather cools down and children bring their jackets to school. We have been working with the school to relocate to a more central location to ensure all children have access to recover their belongings.

We are also looking into creative ways to recycle and reuse what is not claimed before donating or disposing. All ideas welcome!

Grants

Grants Liaison Officers – Nicole Mathison

We welcome Nicole to her role as Grants Liaison. She has had a hand over from Phuong and is already fully of ideas which we look forward to exploring this year. The focus on grants, where possible, this year will be in support of our School Funding Project.

Once again we thank Phuong and Li-ann in their previous work to set up timelines and mailing lists to ensure all future Grants officers have a solid foundation to launch from.

Community Engagement

Liaison Officer – Lauren Hudson & Rita Truong

Lauren has been busy powering through her studies these past few months but very much looks forward to being able to get back on board with more engagement next term.

One of our long standing and valuable volunteers, Meredith, is looking to re-establish craft group from the P&C office on Fridays. Get in touch if you are interested or want to know more.

WESS Swim Club

Will be back Term 4

We have some keen volunteers on board to get us going for Term 4 and with a fancy new BBQ, everyone is looking forward to the return of this well loved weekly event.

Events:

Mother's Day

Due to timing and volunteer requirements, we were unfortunately unable to proceed with the original planned Mother's Day Outdoor Disco event put forward last year as an alternative to the Mother's Day stall. In lieu, the P&C Executive voted to donate to the school materials to allow children to hand craft something for that special person in their life instead.

We hope to begin the planning process sooner this time (ie end of this year) to give us the best chance of proceeding with whatever is chosen for next year.

Father's and Carer's Movie Night – August 30th

Plans are underway for our Father's and Carer's Movie Night to proceed as originally planned. We welcome anyone who would like to assist the Office in executing this event. It's a fun night for all.

Requested Budget \$6000

Main Expenses being: Hire of Movie Screen, food and beverage supplies and required ancillary items for safety and setup.

Event Procedures

The Office has been working on creating Standard Operating Procedures to assist all current and future staff and volunteers in executing events. As the school continues to grow, the logistics and work involved in executing events is becoming bigger and bigger and the P&C want to ensure we can continue to offer all those great memories and events that we know the community love. To build lasting memories and put our kids first!

We trust that these procedures and guidelines will be well received and that they will encourage all volunteers, who may be daunted by the prospect of putting their hands up to help, know that they will have knowledge and support at hand.

P&C ASSOCIATION
WEST END STATE SCHOOL

Every child enriched, every family engaged



**KIDS
FIRST**



**STRONGER
TOGETHER**



**STRIVING TO
IMPROVE**



**HAVING
FUN**



We are the heart of the school community



QUIZ

**NIGHT
FUNDRAISER**

**SAVE
THE DATE** **June 7th
6:30pm**

Signed as a true and accurate copy

WESS P&C President

16/05/2024

Date