

**Bassendean Primary School P&C Association Inc.
General Meeting Minutes- 19th October 2023**

Meeting open: 9.03am

1. Welcome- Acknowledgement of Country

I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Wadjuk Noongar people. It is a privilege to be standing on Wadjuk country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.

Attendance: Mia Mackay, Rob Little, Nikki Rodgers, Jacqueline Varris, Mystrie Monck, Renee Lintern, Megan Lim, Jennifer Bennett, Nigel Earnshaw, Rowena Rehak, Ashleigh Kellior, Kate Steel, Alison Sadlier, Goldie Jin, Rosemary Mullan, Sherryn Gallagher

Apologies: Karen Ross, Paul Williams, Kayla Dean, Sheree Harris, Louise Bell, Tim Sadlier

Visitors: Teachers- Jenny Reid, Taylor Bell, Tammy McEwan, Elsia Vallelonga, Fiona Crisp

2. Confirmation of minutes from previous meeting.

Call for amendments to Draft and Confidential Minutes of meeting held on 1st August 2023.

Minutes of the meeting of Bassendean Primary School P&C Association held on 1st August 2023 in Bassendean school library be taken as read and confirmed as a true and accurate record. Carried by Nikki Rodger and Mystrie Monck

3. Business Arising from previous minutes

Motion presented to Executive Committee - Approved on 2 October 2023 via Executive Committee

Requested estimated funds for Referendum Day held on 14 October 2023 as per the below table. Note this does not take into account discounts or donations from suppliers.

Seek approval to spend of up to \$1,100 so that committee can start preparing for the day.

EXPENSES	
ITEMS	COST
Paper Plates (5 x 50 pack)	\$15.75
Brown Paper Bags (2 x 100 pack)	\$6.00
2 x Solo, 2 x Fanta, 2 x Coke, 2 x Coke Zero	\$196.00
4 x Juice Box (24)	\$59.60
Paper Towels & Napkins	\$16.00
Mustard, Tomato & BBQ Sauce	\$25.60
Sausages - 704 (\$12 per 24 pack)	\$348.00
Vegetarian Sausages (1 pack)	\$7.50
Onions - 27 packs (\$2.70 per 500g pack)	\$72.90
Buns - 710 (\$2.65 per 6 pack)	\$312.70
TOTAL EXPENSES	\$1,060.05

Motioned by Nikki Rodgers

Supported by -Mia Mackay, Sheree Harris, Olivia Bauer, Jennifer Bennett, Rose Mullan, Mystrie Monck and Paul Williams. Approved on 2 October 2023.

Discussion in meeting:

- Event went well, didn't sell 700 as planned. Best stick to 500 sausages in future.
- Quieter this time all round. Other schools reported this as well in area.
- Thank you for all the helpers, bakers and those that pitched in to support, the work load was shared and this was greatly appreciated. Went well and very streamlined.
- Nikki has donated her gazebo to the P and C.

ACTION: Nikki Rodgers to confirm final \$ raised from the event.

Update on the Maker space: Paul Williams

- Makerspace was finished up last term.
- Just wanted once again to shout out to everyone who chipped in along the way to get this done. our parent/artist Sally, for her design and patience with the kids helping her paint.
- Painting with non-water-based paints and kids can raise stress levels.
- The result, however, is something I think the school can be proud of for years to come.

Discussion in meeting:

- Great job Sally, looks awesome has transformed the space.

4. Correspondence

4.1 In: WACSSO: Bassendean Primary School Updated Insurance Certificate of Currency
Fundraising information received from Australian Fundraising

4.2 Out: Nil

5. Reports

5.1 President's Report

Hi Everyone,

Welcome back for Term 4, we're on the home stretch now! Term 3 was another successful term with \$4,358 raised.

I'm keeping it short and sweet, so again, thank you all for making the time to come along to the meeting.

Cheers,

Nikki

5.2 Principal's Report

I hope you have all had an enjoyable school holiday.

In the final week of Term 3 we had a School Review. The Review is part of the Department of Education's review cycle. The Review on our work and function went very well. The Director and the Peer Reviewer were very complimentary of the work we are doing at the school, and of how we all work together in the interests of the needs of the students. The Report will be sent to us later this term.

There were numerous events including the River Rangers Year 6 Camp, The Massed Choir Festival and the Interschool Carnivals. Thank you to all the parents and staff who supported these events, volunteered and came along.

Graduation will be on Friday 8 December. It is hoped we will have the ongoing support of the event from the P and C, in the way of the P and C Award, and the Year 5 parents organising the Morning Tea for the Year 6 students and invited guests.

End of Year School Event – Friday 1 December 2023.

This event will be in 3 stages

School Farewell

A break with the opportunity to purchase food and drinks.

The Bilya Project- Twilight Event.

The school will farewell Year 6 students, and other children and families leaving the school at the end of the year. The Choir will sing at the event to showcase their work throughout the year.

At this event we are hoping the P and C will use this opportunity for a fundraising event with the provision of food and drinks.

The Bilya Project

Opening Night – 23 November at Governor Stirling Senior High School.

Twilight Event -Friday 1 December at Bassendean Primary School, where you will travel through and be able to see, hear and interact with the art created by our students in a light, sound and audio event.

After School

Parents are reminded that after school, if they are remaining on school grounds, we ask that they closely supervise their children.

In the interests of safety for all school community members bikes and scooter should not be used.

Camp Australia has access to the school grounds and we ask parents and children to exit 3.30pm.

Thank you for your support.

Kind regards

Jacqueline

Discussion in meeting:

- The school will be increasing numbers of students next year. Kindy will have 60 students commence. As a result, school approached Education Dept for more accommodation
- Dept has reviewed numbers and brought in two staff from Department of Finance and Department of Education to review options on site.
- Confirmed to accommodate the increase in students, school requires two new transportable classrooms.
- Since the current transportable were installed, the department guidelines have changed.
- School and Depts reviewed multiple options as to where to place these transportables.
- End result, which was the only solution to accommodate the two transportables adhering to the new building guidelines, is for these two transportables to be placed directly behind the current administration building. This results in some loss to the mulched area on the edge of the oval and the long jump pits to be relocated.
- These two transportables will not result in any loss of the current trees
- Waiting on dates for these delivery of the two transportables
- With the two additional transportables as a school we will then be deemed 'at capacity' and unable to grow beyond 380 maximum students.
- Board has been notified and this update will be in the next newsletter

- Any questions and concerns please direct to Jacqueline directly and she will be more than happy to discuss.

7.3 Treasurer Report: Nil report received

7.4 Uniform Shop:

Term 3 (01/07/2023 – 22/09/2023)

Total Collected **\$2,401.00**

Item	Items Sold
Backpack	1
Dress Size 4 to 10	5
Faction Polo – Blue	9
Faction Polo – Gold	14
Faction Polo – Red	2
Hat - Bucket M/L	10
Hat - Bucket S/M	7
Hat - Bucket XL	2
Polo Shirt	18
Pleated Skirt	4
Secondhand Items	3
Shorts Cotton/Poly with Gold Pipi	6
Skort with Gold Piping	4
Zip Jacket	11

Uniform Shop open days were changed to Tuesday mornings.

Many thanks to those for helping with classroom deliveries.

Preparing for back to school and kindy orientation/info days later in term 4.

Help and/or coordinator needed to continue the uniform shop open days next year.

Helper would be required for approx 30-45 minutes each week.

Coordinator role would average approx 1 hours a week and approx one trip/term to Wangarra to pick up stock. They would also be responsible for managing stock levels.

Sheree

Discussion in meeting :

- Suggestion children (year 5/6) could support like work experience, however suggestion was not supported during meeting as a viable option.

ACTION:

- Nikki Rodgers will do a call out on the P&C facebook page for a helper and/or coordinator for 2024
- Rowena Rehak has volunteered to support for term 1 2024

7.5 Book Club:

Book Club Report 2023

Sales	Earned	Redeemed
Issue 1- Term 1		
\$730.00	\$81.80	\$164.00

Issue 2- Term 1		
\$582.00	\$59.25	\$182.00
Issue 3- Term 2		
\$1228.50	\$172.13	\$66.00
Issue 4- Term 2		
\$823.50	\$100.88	\$146.00
Issue 5- Term 3		
\$976.00	\$125.00	\$124.00
Issue 6- Term 3		
\$574.50	\$71.13	\$85.00
TOTAL		
\$4914.50	\$610.19	\$767.00

7.6 Canteen:

Canteen TERM 4 2023

First off Apologises I cannot attend this meeting, I'm at work helping get ready for the Grand Opening. Super Exciting! Secondly I'd like to thank ALL of my amazing volunteers who have helped and supported me through this year. As you all know I received info from the doc I was on a 3-6 month waitlist for tests. At the very end of term 3 that changed. And I've started Hospital appointments for my health issue. Fingers crossed it won't impact my last term for 2023.

It has been a very successful year and the kids have been amazing. I have kept tally on the funds going in and out each term to keep track of how the canteen is going. EXCLUDING zooper dooper purchases for birthday buckets and purchases for sports carnival as they aren't for Canteen. At the end of term 3 Canteen is in PROFIT \$1,805.63. Absolutely exceeding my expectations. Term 4 sees the Pre-Primary Students doing their transition to year 1. So, we will see them coming to the canteen to order just before the years 1-6 arrive. Which is super exciting and its no secret term 4 is my favourite time of year. I have made changes to my original menu plan for term 4 as some items weren't very successful in term 2. So, the best money makers of term 3 will be staying on.

Lastly I do have some information the P&C need to discuss and keep into consideration regarding Canteen for 2024 and beyond. I have found out and done some investigating, as of 8 December 2023 All food businesses will be required to appoint a Food Safety Supervisor which includes Volunteer run School Canteens. One-Off or Occasional fundraisers are exempt to the new regulations. Costs start from \$89 up to \$360 for the certificate that must be renewed every 5 years. All other hospitality Certificates (I have multiple plus my over 15 years in Hospitality) are null and void with the new regulations. The person holding the Certificate must be in the Canteen to oversee the prep and food handling per the new regulations. If someone has the Certificate and willing to put their hand up to take over the canteen for 2024. I'm more than happy to help set you up and help as much as possible in my final year at BPS.

Thank you again to the P&C and the School for all the support and love this year, looking forward to finishing term 4 with a bang!

Kayla Dean

Canteen Coordinator

7.7 Fathering Project: Nil report received

Discussion in meeting:

- Currently no active Fathering Project membership rather a small group of Dads and Father figures meet at the Mens Shed Bassendean every Thursday fortnight- all welcome.

- The Fathering Project membership will be reviewed again at the commencement of 2024 to seek interest.

7.8 Health and Wellbeing Report: See appendix 1 for full report

Summary:

We have a plan for purchase of the items for the **Sensory Equipment Library** as well as working on the accompanying information sheets and procedures and hope to have this ready during Term 4.

If there are any that teachers/EAs/school staff who identify items as useful in their classroom, please let us know and we can look into supporting requests to support whole class or individual wellbeing and regulation on an ad-hoc basis.

Anxiety, resilience and cyber safety have been identified as areas the school community would like to know more about. We propose to organise one family workshop/info session each semester for an expert to deliver, as well as incursions that might be aligned with the school's plans.

We have also identified a number of longer-term initiatives listed in this report and welcome any ideas, feedback and input from the school community. Please feel free to contact us at mystrie.monck@gmail.com and carolyn.harding@gmail.com.

Sincerely,

Health & Wellbeing Coordinators

7.9 Fundraising Report

Funds Raised

\$393 Movie Night

\$1,950 Bogan Bingo

\$1,250 Easter Raffle

\$12 Neurodiversity Day

\$30 Second-hand Stationary Stall

\$60 Mother's Day Flowers

\$1,558 Mother's Day Stall

\$240 Everlastings Fundraiser

\$1,000 Donation received from Dave Kelly

\$131 Containers for Change

\$3,030 Faction Carnival Sausage Sizzle & Cake Stall

\$920 Cookie Dough Fundraiser

\$408 Father's Day Rub Fundraiser

\$10,982 raised to date

Discussion in meeting:

- Above fund report excludes weekend profit from referendum- these figures will be finalised end of the week by Nikki Rodgers

Upcoming Fundraising Activities

Spooky Disco – Change of date- Friday 3 November 2023

Steve Berrick is all set to be the DJ again and he is happy to entertain the kids as well. We will be handing out \$5 Canteen vouchers as prizes for Best Dressed, Best Dancer, Statue Competition. This year we will be going back to 3 sessions to make the experience more enjoyable for the kids and volunteers.

Bring Out Your Dead - Saturday 28th October
Containers for Change bottle drive.

Christmas Hampers for End of Year Event

We are planning to make up hampers from the donations received for the Mothers/Fathers Day stalls which will be raffled at the EOY Event. Rowena has volunteered to sort through the donations with some helpers.

2024 Term 1 Welcome to School Movie Night - Friday 16th February

Main movie will be Playing with Fire, with a couple of Bluey episodes prior for the younger kids. We'll be raffling an iPad and hamper on the night and selling popcorn, drinks and icecreams.

Movie posters will go up this term and be included in the Kindy packs (Nov).

ACTION:

- **Mystrie Monck to prepare poster/flyer for Kindy packs to be ready early Nov and provided to Cardi.**

Fundraising Ideas

Children's Art Work on tea towels, aprons, calendars etc (Graeme Hile said he could supply the tea towels)

Loose Change Challenge - winning class gets a special lunch day or pizzas

Sockable Silly Sock Day

Rollerdrome

Wine Fundraising

Honey Drive

Old Perth Road Markets - stall available for free

Discussion in meeting:

- Support to do the childrens art work on tea towels. Potentially all children draw their face and have printed on the one tea towel as a snapshot of whole school.
- Jacqueline advised happy to support however teachers will require lots of notice to ensure they can fit this into their plan.
- Rowena Rehak volunteered to support.

ACTION:

- **Rowena Rehak to review options and put proposal to Jacqueline for review by mid-November.**

6. General Business

Food Safety Supervisor requirement for 2024 Canteen: Kayla Dean

As of 8 December 2023 all food businesses will be required to appoint a Food Safety Supervisor which includes Volunteer run School Canteens. One-Off or Occasional fundraisers are exempt to the new regulations. Costs start from \$89 up to \$360 for the certificate that must be renewed every 5 years. All other hospitality Certificates (I have multiple plus my over 15 years in Hospitality) are null and void with the new regulations. The person holding the Certificate must be in the Canteen to oversee the prep and food handling per the new regulations.

Discussion in meeting:

- Food Safety Supervisor is a new Australian National requirement covering all canteens including school canteens
- From the 8 December 2023 we will require one person to obtain this Food Safety Supervisor certificate as a requirement. Certificate lasts for 5 years.
- WA School Canteen Association offer a course for \$295 full day face to face course however other providers around as well, some cheaper.
- Moving forward we will also require all volunteers in canteen to complete a short online (approx. one hour) course on food safe. This is free for WA School Canteen Association members.
- Great to have a volunteer to complete the Food Safety Supervisor course whom is going to be with the school for a few years given the cost.

ACTION:

- **Nikki Rodgers to discuss with Kayla Dean**
- **Kayla Dean to post expression of interest on the P&C facebook page seeking interest.**
- **Kayla Dean to close canteen from 7 December 2023 until we can fulfill this requirement**
- **2024 Coordinator to implement new processes to align for the opening of canteen in 2024**

Motion: Seek financial approval for a 2024 canteen coordinator/ volunteer whom can oversee the prep and food handling to obtain this certificate up to \$360 if required.

VOTE: 12/12 remaining present financial members approved to proceed pending volunteer

Year 5 Parent Volunteer Nikki Rodgers

A year 5 parent volunteer is sought to coordinate to Year 6 Graduation Morning Tea on Friday 8th December. They will need to organise the following:

- Send letter to Coles to request \$50 donation
- Apply for donation from Costco
- Update donation request letter to be sent to Year 5 parents
- Collect money received from Year 5 parents
- Call out for volunteers closer to the date
- Purchase savoury food for the morning tea
- Set up the food tables on the day

ACTION: Renee Lintern will look into this

Year 6 Graduation Gift Nikki Rodgers

It is a tradition for the P&C to purchase a book voucher to go with the Excellence Award. Approval is requested to pay invoice of \$50 for the voucher.

Motioned by Nikki Rodgers

Vote: 9/9 approved remaining present financial members approved to proceed pending volunteer

Year 6 Graduation Keyrings Nikki Rodgers

The keyrings are a traditional gift from the P&C to the leaving students. Nikki Rodgers requests approval to allocate \$300 to purchase engraved keyrings.

Motioned by Nikki Rodgers

Vote: 9/9 approved remaining present financial members approved to proceed pending volunteer

7. Other business:

Discussion in meeting: Teachers were invited to consider funding proposals for 2024. Each teacher had 5 minutes to present their funding request. All requests will then be considered by P and C members and voted on in the Term 1 2024 AGM meeting. Below is a summary of the proposals.

Positive Behaviour Support Team- Jenny Reid

- Request for \$487.90 for 100 lanyards including the laminating pouches
- Positive behaviour support- Establishing visuals now. Looking at posters and all fixed things for around the school.
- Requesting financial support for creating lanyards. Graphics have been done with the tafe team incorporating PBS
- Concept is that lanyards will be worn by staff
- 100 lanyards will cover the current 48 staff and include some for relief and allow for turnover
- Potential for Lanyard costs to come out of Health and Wellbeing fund
- Will put to vote in AGM February 2024

ICT- Taylor Bell

Cyber safety workshop for Parents:

- Cost approx. \$1500-2000
- Workshop for parents to understand and support their children to be cyber safe at home

Discussion in meeting:

- Health and wellbeing coordinators have been looking into this initiative so potential to be reviewed and come this Health and Wellbeing approved budget.
- Will put to vote in AGM February 2024

Lego Education SPIKE Prime set of 8 and storage: \$5249.70 excl GST

- Upper Primary students to utilise
- School currently has SPIKE Essential which we will be utilizing as part of an extension group in term 4 2023.
- This SPIKE Essential is generally designed for younger students (ages 6-10). SPIKE Prime is aimed at ages 10+ as a more advanced platform for older students to delve deeper into robotics and coding- which we can progress the students into as confidence grows. Our aim is to compete in lego competitions with other schools in the future.
- We are committed to this pathway moving forward
- At the moment its not been budgeted for at all.
- Technology is part of every day learning.
- Learning is teacher directed and initiated.

Bee-Bot and Blue Bot Obstacle courses \$279.95 excluding GST

- Targeted for early childhood
- Purpose is to increase engagement with the technology by providing the students genuine obstacles to plan and code for
- Already committed to getting some budget for floor mats however this is an extra

Iq10 Charging station with USB-C \$1237.65 excluding GST- require 2= \$2475.30 excluding GST

- These two stations will be required for the two new classrooms required for 2024
- These stations provide storage for 10 ipads

- The school has a lot of IT commitments next year (a lot of monetary commitment- \$70-80k)
- This would allow those classrooms to keep the ipads in the class making the devices easily accessible

Discussion in meeting:

- Taylor advised out of all his initiative priority is the charging stations for the two new classrooms and sees this request more as a need. Other requests are wish list items.
- Will put to vote in AGM February 2024

Junior Primary Outdoor Play and Learning- Elsia Vallelonga

- Approximate cost estimate \$5000-7000
- Concept is to develop the area between the administration area and the old school building (room 4) with creative play and play based learning opportunities. Developing the area would enhance the work staff do to meet the requirements of National Quality standards (NQS) for year 1-2 students as they transition out of the early childhood providing a range of play and learning options.
- Want something that will last for years to come- ideally thermostatic paint would be used to increase longevity of the space
- Draft concept was present as per the below. Staff have been consulted as part of this draft.
- Want colourful activities that are open ended that the teacher could utilise. Activities that can benefit both educational and play based outcomes. All years groups to utilise including PE.
- Next step if funds granted would be to develop the plan and work with a designer to guide and develop the ideas within the specified space.

Discussion in meeting:

- Incorporate the indigenous curriculum as well as Positive Behaviour Support (PBS) into design
- Included will be blank white square (doesn't print well in draft) however children could utilise for drawing with chalk
- To reduce cost would be great to initially work with a professional designer to develop the plan and ideas. Designer may also be able to support with template then could have a busy bee over a weekend to paint out the space. Opportunity for families to get involved and feel apart of the space.
- Will put to vote in AGM February 2024



Mindfulness Workshop for staff -Fiona Crisp:

- Estimated cost \$2000
- We would like to ask for funding for staff development in mindfulness with the aim to develop mindfulness in the classrooms to further support student wellbeing.
- We are looking for someone experienced to introduce mindfulness to our staff and upskill our staff to bring into their classrooms and share with the children.
- Covid brought about more anxiety. Fiona has trialled with children. We would like other teachers to gain these skills. Want students to feel safe and be healthier and improve wellbeing
- Welcome suggestions of providers to consider. If anyone has any recommendations please forward to Jacqueline.

Discussion in meeting:

- Some suggestions of providers included: Smiley minds, Act, belong and commit (free program), resilience project.- send any recommendations of providers to Jacqueline
- Discussed potential to come out of the funds of the Health and wellbeing fund.
- Jacqueline shared that ideally would be great to have apart of term one 2024 Professional development day.
- The request for this workshop is coming from a student perspective as opposed to staff perspective.
- Mystrie Monk confirmed this could come out of 2023 Health and Wellbeing
- Vote on approving some of the existing Health and Wellbeing budget for 2023 to this initiative. \$2000 out of 2023 budget.

VOTE on initiative to be as part of staff PD day in Feb 2024.

Rob Little proposed to support up to \$2000.

All financial members voted and carried out of 2023 Health and wellbeing report.

Vote to approve 15/15 financial members approved.

Physical and Health Education: Tammy McEwan

Requesting funds for:

\$300 to top up ribbons.

\$100 Trophies and medallions

\$100 engraving

\$1500 Life Education WA- Kindy to year 6

Discussion in meeting:

- Ribbons are given to first, second, third and fourth places. This is consistent with other schools in the area.
- **ACTION: Nikki Rodgers to put recycling tin in admin for unwanted ribbons following the event so we can recycle.**
- Life Education WA request:
 - The funds for the life education WA are to subsidise payment for students from \$12 to \$8.
 - Life Education WA is Harold and unfortunately since covid there is no longer a van rather they would be set up in the science lab
 - All students Kindy to year 6 would be involved
 - Range of topics- healthy food, promoting good communication skills, coping mechanisms- staff will review and select topics.
 - Suggestions this could be funded by the Health and wellbeing fund for term 2 2024.

- Will put to vote in AGM February 2024

The Arts- Kylie Barr:

School workshop to produce glass mural:

- Request \$2000 school workshop
- Collaborate with a local artist Kirsty Grieve to create a vibrant and inspiring glass mural.
- The mural would represent the continuation of the Bilya Project in a different form.
- This project can encourage creativity and appreciation for art in the school community.
- Would involve students- Kindy to year 6.

Student Art Exhibition:

- Request \$2000
- Organise an art exhibition within the school, where students can showcase their artwork. This project could involve framing and displaying student art.
- Money would be for the display board hire and framing (basic) of art
- Would involve Kindy to year 6 in Term 3 or 4

Narragunnawali RAP- Indigenous workshop:

- Request \$2000 for parent Indigenous workshop
- Fund workshop that allows parents to gain a deeper understanding of Indigenous culture.
- This workshop builds upon the workshop held this year with Derrek Nannup
- Could be help in the evening

Discussion in meeting:

- Next steps for Kylie to elaborate on these initiatives
- Derrek Nannup workshop had only 10 parents in attendance. Need to ensure buy in of interest before committing to another. Perhaps could conduct an expression of interest prior to committing if initiative is endorsed.
- Suggestions that perhaps look into any local community programs we could dovetail into. We understand there used to be a lot of these however they seem to have been scaled back over recent times.

Choir: Margie Jorgensen:

- Request for \$200 for additional choir shirts
- The choir requires additional shirts as its grown in size and would also like some differing sizes to current stock.
- Will put to vote in AGM February 2024

Literacy and Numeracy:

- Ongoing request for \$1500 for literacy materials and \$1500 for numeracy materials
- Support for the purchase of resources
- Will put to vote in AGM February 2024

Senior Playground Replacement(Jacqueline Varris):

- Estimated cost \$45,000-\$60,000- awaiting itemised quote- however could be broken into stages over time.
- Sections of the senior playground are nearing 'End of life' usage and need to be replaced.
- High on the agenda for student is new equipment
- Currently as items are broken/damaged they cannot be repaired, nor added to, as many play items are no longer compatible.

- Education Department will take away structure once deemed 'end of life' but not replace with new structure.
- Requested quotes
- Jacqueline has applied for numerous grants over the years however hasn't unfortunately not been successful
- Big project expanding multiple years

Discussion in meeting:

- Great to hear all these initiatives from the staff- thank you for your time
- As a P&C we will consider which we will look to fund/partially fund and this will be voted on in the February AGM.
- Need to consider financial position allowing for cash flow and reserves for things like uniform orders
- **ACTION: Karen Ross Treasurer to review financial statement so we can discuss spend in Feb 2024 meeting.**

Jacqueline request for P&C support with Bilya Project.

- Governor Stirling will host 23 November 2023
- Bassendean Primary School will host 1 December
- The format for the 1 December will be to commence evening at 4.45pm with School ending/ graduation event for 45 mins. We will then have a GAP between approx. 5.30pm and 6.15pm. The Bilya project will commence at twilight for the light at 6.15pm commencing with a welcome to country inclusive of a smoking ceremony.
- During this gap 5.30pm-6.15pm could be an opportunity for P and C to offer food and drinks. Potentially sausage sizzle and drinks.

8. Next meeting: Monday 19th February 2024- Change to day was following discussion with present members. Will look to review day/time cadence for meeting at AGM Term 1 2024.

9. Meeting closed: 10.49am

Appendix 1:

HEALTH & WELLBEING COMMITTEE REPORT

Term 4, 2023

SUMMARY

- We have a plan for purchase of the items for the **Sensory Equipment Library** as well as working on the accompanying information sheets and procedures and hope to have this ready during Term 4.
- If there are any that teachers/EAs/school staff who identify items as useful in their classroom, please let us know and we can look into supporting requests to support whole class or individual wellbeing and regulation on an ad-hoc basis.
- Anxiety, resilience and cyber safety have been identified as areas the school community would like to know more about. We propose to organise one family workshop/info session each semester for an expert to deliver, as well as incursions that might be aligned with the school's plans.

We have also identified a number of longer-term initiatives listed in this report and welcome any ideas, feedback and input from the school community. Please feel free to contact us at mystrie.monck@gmail.com and carolyn.harding@gmail.com.

Sincerely,

Mystrie Monck & Carolyn Harding
Health & Wellbeing Coordinators

TERM 4 PLANS:

Sensory Equipment Library

We are setting up the framework for loan of these items to parents and teachers, including Information Sheets, Check-In/Out procedures, cleaning procedures and schedule. We hope to have this ready to go during Term 4.

Summary of results from the survey:

[Sensory Tools Poll - Summary of Results.pdf](#)

44 parents and 10 teachers/staff completed the survey

List of items in order of responses:

- Manipulatives
- Wobble Chair
- Weighted Soft Toys
- Wobble Disc
- Weighted Lap Pad
- Resistance Band
- Other (see below)

Additional items that were suggested/requested from parents and teachers

We would like to acknowledge that these are some items that were suggested or requested from comments in the survey (which can be seen from the PDF link of the survey results).

- If there are any that teachers/EAs/school staff who identify items as useful in their classroom, please let us know and we can look into supporting requests on an ad-hoc basis.

Auditory:

- Ear muffs / use of 'listening posts' to play audio books or music
- Headphones with bluetooth speakers to play soft music
- Gentle music
- Noise cancelling headphones
- Calming sounds (e.g water fountain)

Quiet Space:

- Multisensory – quiet space/tent/safe space to remove self to either in classroom or ?hallway
- Quiet/dark corner with headphones
- Ikea tents/quiet areas - cushions and bean bags inside
- Fluffy soft blanket

- Quiet corner (sensory deprivation)
- Sensory/quiet space away from the playground for recess and lunch

Tactile:

- Things that are cold

Vestibular:

- Spinning chairs
- Floor rocking chairs

Classroom:

- Sensory toolkit
- Movement breaks
- Brain breaks
- Sensory breaks
- Outside time
- Sensory timers
- Dynamic classrooms (flexible seating)
- Stand up desks
- Inclusive approach to listening (e.g. 'whole body listening' is not appropriate for many neurodivergent children)
- Free Dyslexic fonts on school computers
- Microsoft immersive reader

Workshops/Incursions for Students/Parents/Teachers

Anxiety, Resilience and Cyber Safety have been raised as areas that the school community would benefit from learning more about, which the Health & Wellbeing Committee can fund. We propose to organise one parent workshop/information session each semester in 2024.

Cyber Safety

WA Child Safety Services offers Parent & Carer Workshops (2.5 hours): \$675+GST

Primary School incursions: \$300 +GST (up to 2 year groups)

More information here: <https://wacss.com.au/programs/online-safety/>

Resilience (we have made enquiries and waiting on a response – Midvale Parenting Hub)

Anxiety (we have made enquiries and waiting on a response - Midvale Parenting Hub)

LONGER TERM IDEAS/INITIATIVES:

This is a list of ideas only and not an exhaustive list.

- Incursions/workshops (ideas outlined below under each pillar).
- Informational material for parents – printed/online.
- Mental health first aid specialist presentation for parents and teachers.
- Fun Room/Reflection Garden revamp.
- Lunch-time/after school clubs (in the library/courts/oval).
- Student Wellbeing Day.
- Student Wellbeing Captains.
- IEP support.
- NDIS navigation support.
- Subsidising events for parents/students

- Act Belong Commit – Mentally Healthy School – [Link to brochure here](#) (note – FREE)
- Smiling Mind – [Link to brochure here](#)
- Resilience Project – [Link to brochure here](#)
- EI Pulse Student Wellbeing check in

Workshop/Incursions for Students/Parents/Teachers:

Resilience:

- Mindfulness and meditation training
- Self-esteem and self-acceptance workshops
- Stress management and coping strategies
- Emotional intelligence development workshops
- Conflict resolution and communication skills training
- Resilience-building games and activities
- Positive psychology workshops
- Peer support group sessions
- Growth mindset training
- Positive Behaviour Support tools/resources
- The Resilience Project

Movement:

- Yoga and Pilates classes
- Dance workshops
- Fitness classes and training sessions
- Sports clinics and workshops
- Outdoor adventure activities (e.g., hiking, kayaking, rock climbing)
- Movement therapy sessions (e.g., dance movement therapy)
- Fitness challenges and games

Connection:

- Community service projects and volunteering opportunities (help children connect with their local community and develop empathy and a sense of responsibility).
- Cultural awareness workshops
- Diversity workshops – gender/body/cultural
- Peer support group sessions
- Social skills training
- Interactive storytelling sessions
- Family communication and relationship building workshops
- Parent-child bonding activities and workshops
- Mindful communication and active listening training

FINANCIAL SUMMARY

Description	Credit	Debit	Balance
Starting Balance - 2023	\$6,000.00		\$6,000.00
Drumbeat Drums x 6		\$1,200.00	\$4,800.00

Neurodiversity Celebration Day Donations	\$143.50		\$4,943.50
BALANCE			\$4,943.50