



# ROSE PARK Community Childcare CENTRE DIRECTOR'S REPORT

## ANNUAL GENERAL MEETING 2021

Welcome to the 2021 Annual General meeting of Rose Park Community Childcare.

### The year that was

2020/2021 has continued to present challenges to the world, Australia and our Centre. Navigating the new COVID world has been tough, with lockdowns and a number of educators having to isolate for 2 weeks. I am so thankful to all families and educators as they have embraced the changes and have gotten on with 'the new norm' as best as we can.

I would like to thank you for your support of myself as the director and of all that has happened in the Centre over the last year.

### Staffing

RPCC currently employs 18 permanent staff members, including educators, a kitchen manager and management staff. I would like to thank the staff for their commitment to their work, through the good times and the tough times.

I would like to thank Lisa for her continued role of assistant director and acting director (in my absence) of the site. Lisa has been spending more time in the office to help me out and continuing to learn lots. Thanks for your dedication of 24 years to this Centre.

This year we have been able to celebrate Rachel reaching the milestone of 20 years at the Centre. Also, this year, Em reached 10 years of service and Jess will meet that milestone this month.

In December last year, we said goodbye to Sylvia, who moved to the country to be with her sister. Maddy joined us as a permanent member of the under twos team.

Thanks to Em, and Chelsea— our babies' team, Kylie, Mariama, and Maddy, our toddlers' team, Sarah, Vic, Tracey and Jess – our Wallabies team, and to Maggie, Rachel and Karilyn as they have continued their roles in our Kangaroos room. Deb and Payel have worked across all rooms this year. Alice has been employed in a part time contract role, to allow Lisa to spend more time in the office and to accommodate changes to the centre structure. And thanks to our Kitchen Manager Kim, who works tirelessly to keep all of your children fed.

I am also thankful that we have some dedicated long-term casual workers –Lucy, Masuma, Serine, Yu-Ting, Kim and Corina.

CHILDHOOD | CARING | COMMUNITY | INCLUSION | QUALITY

After discussion with Kylie and the Board earlier this year, we have been able to release Kylie from the toddlers' room once a week, to support her in her role as a leader in quality improvement. Kylie has been mentoring other educators, supporting myself and doing lots of work around the National Quality Framework. In February this year, Kylie was also asked to present at a childcare programming forum. Well done Kylie, you are a real asset to our educator team. Thank you.

An important part of the National Quality Framework is the emphasis on sustainability. Em and Kylie have continued to progress the centre in this area. They love the idea of upcycling, which you will see some of their creations around the site. Thank you both for your commitment.

The Centre continued to have students from TAFE and universities last year. Unfortunately, TAFE is winding down in the metropolitan area, so we will need to decide where we can source reliable students from. Having students not only prepares the next group of workers for the industry but helps our educators to be able to teach others, thus honing their skills.

Over the last year we have been able to continue to have educators attend professional development, mostly through Zoom, a skill that we are all improving in. They have been involved in workshops around programming, first aid, reflective practice, mental health, leadership, physical environments, challenging behaviours, science and NQF.

For the benefit of the educator team, I have endeavoured to make educator meetings more about upskilling than housekeeping. We have had numerous sessions as a team this year including; inspired play spaces, child and me – run by an outside agency, who then ran a series of parent workshops, talking to parents about the hard stuff and understanding and supporting grief and loss in children. These have been incredibly beneficial to all.

Through Kylie's networking and mentoring, we have linked with the Queen Elizabeth Hospital childcare centre. Their educator team attended our centre one evening in May, for us to showcase what we do. Just last week we were able to go to their centre to do the same. Networking is a great opportunity to gather new ideas, but also confirm the great things that we are doing.

Karilyn, Maggie, one of our amazing parents, Mel and myself, formed a group to look at developing a Reconciliation Action Plan for the Centre. We had several meetings across the year and were able to publish our RAP in July. We will continue to work on the actions that we came up with.

## **Renovations**

During the last year, we have been discussing the possibility of refurbishments or renovations to the inside of the centre. We have engaged an architect and have been having meetings with them over the year. Nothing has been confirmed as yet, but we will keep you apprised of any decisions. It will be an exciting year for the new Board.

## Utilisation

Our utilisation has been at a great level this year. We had the normal dip in February/March once the school leavers had gone but managed to keep it in the low 50s. As some of you would know we are now pretty much full every day until the end of the year. We have begun to send out emails asking parents what their plans are for next year. It is really important for parents to let us know, so that we can try to fill the gaps in advance, thus reducing the dip in February and March.

## Licensing and Compliance

The RPCC is regulated under the National Quality Framework (NQF), Education and Care Services National Regulations and Education and Care Services National Law which is administered by Australian Children's Education and Care Quality Authority (ACECQA) at a national level and Education and Early Childhood Services Registration and Standards Board (EECSRBS) at the state level. We as a team are continually working on ways to improve the quality of our service. We are well on the way to achieving the goal of Exceeding National Standards.

The Centre's Food Safety Program was audited by the Eastern Health Authority late last year and only had a couple of tweaks to do. We are due again in November this year.

## Social Inclusion and Fundraising

Jess and Maddy along with myself and one of our parents Bec. have been organising events, both fundraising and fun this year. We recently combined two events, our parent information night and an art show, into one night. It was a great night and thanks to all that attended. Tracey painted an amazing waterfall scene to raffle off. We raised \$408 which has gone towards the cost of a Quad pusher for community walks. We have had a PJ/Crazy hair day, a picnic in April, Mother's Day raffle and fundraising around Easter. We are currently working on a cook book. Stay tuned!!

## Board

This year the Board has consisted of Nick as the chair, Emily Lee as the secretary, Nikki as the deputy chair, Phung as the treasurer, Emily S, Paul and Michaela. I would like to thank them for their volunteer contribution to the centre and their support of myself in my role. Their role is not an easy one, but this Centre has been in great hands throughout it all. This year three of our members have decided not to renominate. I would like to thank Emily Lee, Phung and Paul for their commitment to the Board over the last year.

We, as a Board and staff team, look forward to a continued focus on quality improvement and having input from our families. It makes such a difference to our childcare community when we have input from parents/caregivers and their families. Without your valued and continued support, we would not be where we as a Centre are today.

Sarah Rogers  
Centre Director  
September 2021