



General Meeting Minutes

Minutes of the General Meeting held on Tuesday 26th November 2024 at 7.00pm in the library.

Item 1. Welcome & Attendees:

President – Kym Jacobs – meeting opens 7:03pm

Attendees: Kym Jacobs (KJ), Rebecca Harris (RH), Tamara Higgins (TH), Peta Cahill (PC), Teleri James (TJ), Courtney Anderton (CA), Kristie Ambrosrus, Samantha Byrne (SB), Melanie Langley (ML), Polly Bacon (PB) and Brigid Jay (BJ)

Item 2. Apologies:

Karissa Goold, Sarah Pearson, Ben Aurelie, Rob Fairholme

Item 3. Confirmation of the minutes of previous meeting (Appendix 1):

Resolution RES2024/55: *‘That the minutes of the meeting of Woodvale Primary School P&C Association held on 22nd October 2024 at 7.00pm be taken as read and confirmed as a true and accurate record.’*

Motion Raised: TH

Motion Carried: KJ

Item 4. Business arising from previous minutes:

Item No.	Action	Responsibility	Update/Comments
2023-16	Commence a Parent Professional Directory, to collate list of occupations that could assist the school community. To liase with Janet from Reception		On Hold
2023-17	Raffle to be organized to setup to raffle off the West Coast Eagles jerseys. Ideas to be presented to Bec Holden – ideally early/mid next year.	Karissa Goold	Setup on Humanitix Online auction On hold for early 2025
2024-02	Levi’s Egg fundraiser to be coordinated for Term 2	Tamara Higgins	On Hold for 2025
2024-07	Busy Bee to be scheduled for Spring. Details to be confirmed later.	Kym Jacobs	Ideally Term 1
2024-08	Volunteer group to be established in an application. Sarah to pick best appropriate software (all free)	Sarah Pearson	Mailbox access required. No update
2024-09	Mel to investigate insurance options for Year 5/6 Netball competition	Mel Langley	Outstanding. Need qualified first aider – senior first aid. On hold for 2025
2024-11	Sarah to donate vis vests for the disco	Sarah Pearson	No update from SP – BJ to bring
2024-12	Jess: To donate \$100 for books and will offer to sponsor a colour (red) \$300 and support the school on a toilet refurbishment.	Jessica Stojkovski Cally McNeill	Committed \$100 to books And \$100 to colour run Election commitment ideas sent to Jess - toilet or playgroup or basketball court resurface
2024-13	Rebecca to investigate library bag option for Kindy students in 2025	Rebecca Harris	Low priority right now, look next year for following year
2024-14	Provide P&C with an update on the ant infestation on the oval	Cally McNeill	Oval is being sprayed, Mel meeting with the council to see if they can support the school to manage the oval. Committee hopes the new playground might help convince council to support.



2024-15	Election sausage sizzle scheduled for March 8 th Other options: cake sales, Bacon & Eggs sandwiches etc	Kym Jacobs	Early 2025 will seek volunteers Need to request for funding from P&C for sausages at first meeting. Cake sale donation by families. Posters at Woodvale boulevard to boost people coming.
2024-16	Mel to provide more information about bike track, and early childhood area, including timeline, costings, scope etc	Cally McNeill	Discussed as part of wishlist conversation
2024-17	Mel to provide an update on the monkey bar removal and damage to the bridge	Cally McNeill	Monkey bars repaired and replaced. Bridge under repair/repaired

Item 5. Correspondence In & Out:

Resolution RES2024/56: 'That the correspondence in/out for the period 21/10/24 – 18/11/24 to be received per the attached register.'

Motion Raised: TJ

Motion Carried: CA

Item 6. Treasurer's Report (Appendix 3):

FINANCIAL SUMMARY	For the period	21/10/2024 to 17/11/2024
	<i>Surplus for the period</i>	\$1,068
	<i>Funds contributed to the school for the period (detailed below)</i>	\$1,160
<u>Net Surplus/(Deficit)</u>		\$9,192
The Financial Position as at	17 November 2024	
	<i>Cash at Bank</i>	\$44,583
	<i>Funds previously allocated</i>	\$12,358
Total Funds Available		\$32,225

Resolution RES2024/57: 'That the treasurer's report as at 17 November 2024 be adopted.'

Motion Raised: KJ

Motion Carried: TH

Item 7. Other Reports:

Principal's Report (Appendix 4)

Resolution RES2024/58: 'That the principal's report for November 2024 be received.'

Motion Raised: BJ

Motion Carried: PB

President's Report (Appendix 5)

Resolution RES2024/59: 'That the Vice President's report for November 2024 be received.'

Motion Raised: RH

Motion Carried: PC

Item 8. General Business & Sub-Committee Updates:

School Board:

- Final Meeting held



- Two new members for early next year
- School Review main focus next year

Events:

- Colour Run – parents can bring shade, police coming, foam, y6 attending
- Christmas Carols

Community:

- Done for year

Disco:

- Done for year. Looking for new coordinators

Book Fair:

- Done

Woodvale Dads:

- Hoping for campout next year

Other Fundraising:

- Sell socks at Christmas carols

Item 9. Any Other Business:

1. Resolution RES2024/60: *“That we approve up to \$1,000 to cover the cost of fundraising activities associated with the Christmas Carols event.”*
Motion Raised: KJ Motion Carried: CA
2. Resolution RES2024/61: *“That we approve \$144.0 to cover the cost of WACCSO Insurance and Xero overspend for CY2024.”*
Motion Raised: BJ Motion Carried: PC
3. Resolution RES2024/62: *“That \$5,471.00 of un-spent funds are returned to the available funds balance for the purpose of reallocating.”*

Note: Breakdown of expenses below:

- | | |
|-------------------------------------|------------|
| - NFP Google Account & Domain Name: | \$112.00 |
| - Kindy Mud-Kitchen underspend: | \$176.00 |
| - Music map underspend: | \$85.00 |
| - Outdoor table underspend: | \$98.00 |
| - ECE Bike track concreting: | \$5,000.00 |

Motion Raised: TH Motion Carried: PB

4. Resolution RES2024/63: *“That we approve \$2,150.00 to cover P&C Committee expenses for 2025.”*

Note: Breakdown of expenses below:

- | | |
|--|------------|
| - Xero software package costs: | \$150.00 |
| - WACSSO Fees, Insurance and Conference: | \$1,800.00 |
| - General admin and stationery costs: | \$200.00 |



Motion Raised: KJ

Motion Carried: TJ

5. Resolution RES2024/64: "That we approve spending of up to \$29,100 to cover the costs of various school wish-list items, as outlined in the table on appendix 6."

Note: Breakdown of expenses below:

- Class Consumable Budget (\$100 x 16)	\$1,600
- Additional ½ day chaplaincy for Sharon Warnes	\$11,000
- Interactive whiteboards (contribution towards \$35k)	\$15,000
- ECE Nature Playground Design Fee	\$1,500

Motion Raised: KJ

Motion Carried: RH

Item 10. Next Meeting & Closure:

The next Annual General Meeting will be held on Tuesday 18th February 2025 at 7pm in the library. The meeting was closed at 8:37pm.

Signed by:

Signed By:

Brighid Jay

Kym Jacobs – President

Brighid Jay – Acting Secretary

General Meeting Minutes

Minutes of the General Meeting held on Tuesday 22nd October 2024 at 7.00pm in the library.

Item 1. Welcome & Attendees:

Alana Mevelman (AM), Ben Aurelie (BA), Brighid Jay (BJ), Cally McNeill (CM), Courtney Anderton, (CA), Karissa Goold (KG), Kirstie Ambrosrus (KA), Kym Jacobs (KJ), Peta Cahill (PC), Rebecca Harris (RH), Rob Fairholme (RF), Samantha Byrne (SB), Tamara Higgins (TH), Teleri James (TJ)

Item 2. Apologies:

Sarah Pearson

Item 3. Confirmation of the minutes of previous meeting (Appendix 1):

Resolution RES2024/47: 'That the minutes of the meeting of Woodvale Primary School P&C Association held on 3rd September 2024 at 7.00pm be taken as read and confirmed as a true and accurate record.'

Motion Raised: RF

Motion Carried: TH

Item 4. Business arising from previous minutes:

Item No.	Action	Responsibility	Update/Comments
2023-16	Commence a Parent Professional Directory, to collate list of occupations that could assist the school community. To liase with Janet from Reception		On Hold
2023-17	Raffle to be organized to setup to raffle off the West Coast Eagles jerseys. Ideas to be presented to Bec Holden – ideally early/mid next year.	Karissa Goold	Setup on Humanitix Online auction
2024-02	Levi's Egg fundraiser to be coordinated for Term 2	Tamara Higgins	On Hold
2024-03	Map and location details to be added to next disco tickets marketing. Emergency Map to be used to copy. Include entry/exit points and ask DJ to share.	Peta Cahill	Closed
2024-05	Crazy Sock event to be scheduled for Term 4	Brighid Jay	Closed
2024-07	Busy Bee to be scheduled for Spring. Details to be confirmed later.	Kym Jacobs	Ideally early term 4.
2024-08	Volunteer group to be established in an application. Sarah to pick best appropriate software (all free)	Sarah Pearson	Mailbox access required.
2024-09	Mel to investigate insurance options for Year 5/6 Netball competition	Mel Langley	Outstanding
2024-10	Setup of Year 6 sub-committee: Year 6 Camp Funding inc. Christmas Carols	Courtney Anderton	Closed
2024-11	Sarah to donate vis vests for the disco	Sarah Pearson	
2024-12	Jess: To donate \$100 for books and will offer to sponsor a colour (red) \$300 and support the school on a toilet refurbishment.	Jessica Stojkovski Cally McNeill	
2024-13	Rebecca to investigate library bag option for Kindy students in 2025	Rebecca Harris	
2024-14	Provide P&C with an update on the ant infestation on the oval	Cally McNeill	
2024-15	Election sausage sizzle scheduled for March 8 th Other options: cake sales, Bacon & Eggs sandwiches etc	Kym Jacobs	
2024-16	Mel to provide more information about bike track, and early childhood area, including timeline, costings, scope etc	Cally McNeill	
2024-17	Mel to provide an update on the monkey bar removal and damage to the bridge	Cally McNeill	



Item 5. Correspondence In & Out:

Resolution RES2024/48: 'That the correspondence in/out for the period 03/09/24 – 21/10/24 to be received per the attached register.'

Motion Raised: KJ

Motion Carried: RH

Item 6. Treasurer's Report (Appendix 3):

FINANCIAL SUMMARY	For the period	01/09/2024 to 20/10/2024
	Surplus for the period	\$1,068
	Funds contributed to the school for the period (detailed below)	-
<u>Net Surplus/(Deficit)</u>		\$1,068
The Financial Position as at	20 October 2024	
	Cash at Bank	\$35,391
	Funds previously allocated	\$13,386
<u>Total Funds Available</u>		\$22,005

Resolution RES2024/49: 'That the treasurer's report as at 20 October 2024 be adopted.'

Motion Raised: CA

Motion Carried: RF

Item 7. Other Reports:

Principal's Report (Appendix 4)

Resolution RES2024/50: 'That the principal's report for October 2024 be received.'

Motion Raised: KJ

Motion Carried: BJ

President's Report (Appendix 5)

Resolution RES2024/51: 'That the Vice President's report for October 2024 be received.'

Motion Raised: BA

Motion Carried: RF

Item 8. General Business & Sub-Committee Updates:

School Board:

- Class placement policy and reporting changes were approved
- Two vacant spots are requiring to be filled

Events:

- Colour Run upcoming in late November
- Christmas Carols scheduled for Tuesday 3rd December at 6pm
- Year 6 Netball competition is a possibility, awaiting insurance details

Community:

- All events are completed for the year

Disco:

- Booked for Nov 8th
- Marketing to continue (paper, grounds, social media)
- Crazy sock themed disco
- Sale of socks to occur in the lead-up to the event



Book Fair:

- All done for the year
- Open to nominations for next year

Woodvale Dads:

- No update

Other Fundraising:

- Photography fundraiser opportunity – possibly for Mother’s Day
- School Fair opportunity discussed – to be setup as a sub-committee if someone desires
- Election sausage sizzle (March 8th)

Item 9. Any Other Business:

1. Resolution RES2024/52: *“That we approve up to \$3,500 to cover the cost of design plans for the Early Childhood Playground.”*

Motion Raised: Rejected Motion Carried: Rejected

2. Resolution RES2024/53: *“That we approve up to \$400 to cover the cost of a bake sale for the K-P family days. School to co-ordinate volunteers, and all funds to be raised towards ECL play-ground.”*

Motion Raised: BA Motion Carried: CA

3. Resolution RES2024/54: *“That we approve up to \$1,200 to cover the cost of a Year 6 Parents/Students Netball Game.”*

Motion Raised: Delayed Motion Carried: Delayed

Item 10. Next Meeting & Closure:

The next General Meeting will be held on Tuesday 26th November 2024 at 7pm in the library.

The meeting was closed at 8.15pm.

Signed by:

Signed By:

Kym Jacobs – President

Karissa Goold - Secretary

P&C Treasurer's Report - Nov 2024

Woodvale Primary School P&C Association INC

ABN 73 837 149 814

For the period 21 October 2024 to 17 November 2024

Prepared by Ben Aurelie

Profit and Loss

Woodvale Primary School P&C Association INC

For the period 21 October 2024 to 17 November 2024

	21 OCT-17 NOV 2024	YEAR TO DATE	2023
Trading Income			
Book Club Cash Collected	-	1,431	2,773
Community Committee Income	28	4,839	6,800
Community Donations	-	-	2,000
Disco Committee Income	3,778	6,721	9,736
Events Income	-	3,099	2,766
Colour Run Income	8,362	9,488	16,348
P&C Membership Fees	-	15	15
P&C Parent Contributions	-	10,724	11,586
Sport Day Revenue	-	1,654	-
Total Trading Income	12,168	37,970	52,024
Gross Profit	12,168	37,970	52,024
Operating Expenses			
Administration Costs	24	152	142
Book Club Cash Paid Out	-	1,431	2,773
Carols expenses	-	-	889
Community Committee Expenses	-	1,333	3,220
Disco Committee Expenses	1,792	2,886	5,603
Events expenses	-	1,106	1,771
Funds Donated to Woodvale Primary School	1,160	17,826	34,603
Insurance	-	120	120
Colour Run Expenses	-	993	8,086
Playground Maintenance & Upgrades	-	-	16,790
Sports Day Expenses	-	338	-
Ticket Fees	-	207	414
WACSSO Fees	-	1,622	1,118
Total Operating Expenses	2,976	28,014	75,528
Net Profit	9,192	9,956	(23,504)

Balance Sheet

Woodvale Primary School P&C Association INC As at 18 November 2024

	18 NOV 2024	31 DEC 2023
Assets		
Bank		
Cheque Account	44,583	34,627
Total Bank	44,583	34,627
Current Assets		
Unknown Deposits	-	-
Total Current Assets	-	-
Total Assets	44,583	34,627
Net Assets	44,583	34,627
Equity		
Current Year Earnings	9,956	(23,504)
Retained Earnings	34,627	58,131
Total Equity	44,583	34,627

Woodvale Primary School P&C INC**Treasurer's Report****Prepared for the General P&C Meeting to be held on Tuesday 26 November 2024**

FINANCIAL SUMMARY	For the period	21/10/2024 to 17/11/2024
	<i>Surplus for the period</i>	\$1,068
	<i>Funds contributed to the school for the period (detailed below)</i>	\$1,160
<u>Net Surplus/(Deficit)</u>		\$9,192
The Financial Position as at	17 November 2024	
	<i>Cash at Bank</i>	\$44,583
	<i>Funds previously allocated</i>	\$12,358
<u>Total Funds Available</u>		\$32,225

Reports Attached:

1. Xero 21/10/2024 to 17/11/2024 Income Statement with YTD Comparison;
2. Xero 17/11/2024 Financial Position Statement with 31/12/2023 Comparison; and
3. Summary of activities/revenue for the year to date.

Revenue and Expenses for the period from 21/10/2024 to 17/11/2024:**Income:**

- Entertainment \$28
- Term 4 2024 Disco/Crazy Socks sales \$3,778
- Colour Run 2024 \$8,362

Expenses:

- Term 4 2024 Disco expenses \$1,792
- Xero Subscription fees (October & November 2024) \$24
- Funds contributed to the school:
 - Sound system hire for athletics carnival \$590
 - BUZ program resources \$570

Financial Position as at 17 November 2024

Refer to Xero reports for more details.

OFFICIAL

FUNDS AVAILABLE [Balance @ bank]								@ 17 Nov 2024	\$ 44,583.22
	Allocated	Increase / (Decrease)	Actual spend	Re-allocated	Cost Pressure /Under- budget	Returned to available funds	Balance		
P&C Admin Cost:									
2024									
Xero Subscription - \$12/month	\$ 120	\$ -	-\$ 132	\$ -	\$ -	\$ -	-\$ 12		
NFP Google Account & Domain Name	\$ 130	\$ -	-\$ 18	\$ -	\$ -	\$ -	\$ 112		
WACSSO Affiliation Fees 2024 – 2025	\$ 1,180	\$ 442	-\$ 1,622	\$ -	\$ -	\$ -	\$ -		
WACSSO Insurance	\$ -	\$ -	-\$ 120	\$ -	\$ -	\$ -	-\$ 120		
General Admin (printing/stationery)	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200		
Sub-total	\$ 1,630	\$ 442	-\$ 1,892	\$ -	\$ -	\$ -	\$ 180	\$ 180	
P&C Activities/Event:									
2024 Term 1 Disco	\$ 2,000	\$ -	-\$ 1,038	-\$ 962	\$ -	\$ -	\$ -		
2024 Term 2 Disco	\$ 2,000	\$ -	\$ -	\$ -	\$ -	-\$ 2,000	\$ -		
2024 Term 4 Disco	\$ 1,500	\$ -	-\$ 1,848	\$ -	\$ 348	\$ -	\$ -		
2024 Term 3 Community BBQ	\$ 800	\$ -	\$ -	\$ -	\$ -	-\$ 800	\$ -		
Movie Night	\$ 800	\$ -	-\$ 979	\$ -	\$ 179	\$ -	\$ -		
Father's Day fundraising stall	\$ 1,000	\$ -	-\$ 763	\$ -	\$ -	-\$ 237	\$ -		
Sausage Sizzle/cake stall at sports carnival	\$ 800	\$ -	-\$ 338	\$ -	\$ -	-\$ 462	\$ -		
Mother's Day	\$ 700	\$ -	-\$ 558	-\$ 142	\$ -	\$ -	\$ -		
Harmony Day Fundraising	\$ 600	\$ -	-\$ 107	-\$ 493	\$ -	\$ -	\$ -		
Incidental Fundraising \$500 per term	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000		
Colourful socks fundraising	\$ 1,590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,590		
Colour run 2024	\$ 1,500	\$ -	-\$ 993	\$ -	\$ -	\$ -	\$ 508		
Morning tea or sausage sizzle for the K-P family days	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400		
Year 6 Parents/Students Netball Game	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200		
Christmas Carols	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000		
Sub-total	\$ 17,890	\$ -	-\$ 6,624	-\$ 1,597	\$ 527	-\$ 3,499	\$ 6,698	\$ 6,698	
School Wish List:									
2023									
Kindy/PP outdoor mud kitchen	\$ 1,232	\$ 648	-\$ 1,704	\$ -	\$ -	\$ -	\$ 176		
Pinboard hire cost from recent school art show	\$ 1,150	\$ -	-\$ 1,150	\$ -	\$ -	\$ -	\$ -		
Sub-total	\$ 2,382	\$ 648	-\$ 2,854	\$ -	\$ -	\$ -	\$ 176	\$ 176	
2024									
Chaplin	\$ 11,000	\$ -	-\$ 11,000	\$ -	\$ -	\$ -	\$ -		
Classroom budget top-up: Each class and specialist learning area	\$ 2,000	\$ -	-\$ 2,000	\$ -	\$ -	\$ -	\$ -		
Choir microphones and stands:Choir, IMMS, assembly presentations, whole-school events	\$ 300	\$ -	-\$ 300	\$ -	\$ -	\$ -	\$ -		
Sound system hire for athletics carnival	\$ 700	\$ -	-\$ 590	\$ -	\$ -	\$ -	\$ 110		
Large durable class mat for music: PP-6 students during Music lessons	\$ 900	\$ -	-\$ 815	\$ -	\$ -	\$ -	\$ 85		
BUZ program resources: Year 2 and 4 classes	\$ 1,200	\$ -	-\$ 1,188	\$ -	\$ -	\$ -	\$ 12		
Additional outdoor tables: Middle block students at break times and for outdoor learning x2	\$ 4,062	\$ -	-\$ 3,964	\$ -	\$ -	\$ -	\$ 98		
School wide PA: Outdoor and indoor speakers and PA system for student safety and communication	\$ 6,115	\$ -	-\$ 6,115	\$ -	\$ -	\$ -	\$ -		
Concreting of an ECE bike track	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000		
Nature Play Space (stage 1)	\$ 5,000	\$ -	\$ -	-\$ 5,000	\$ -	\$ -	\$ -		
Sub-total	\$ 31,277	\$ -	-\$ 25,972	\$ -	\$ -	\$ -	\$ 5,305	\$ 5,305	
TOTAL AMOUNT PREVIOUSLY ALLOCATED								\$ 12,358	
UNALLOCATED FUNDS AVAILABLE/(SHORTFALL)								\$ 32,225	



WOODVALE
PRIMARY SCHOOL

Principal's Report – P&C Meeting
26th October 2024

Thank you to the P&C

- A huge thank you to all volunteers, particularly the executive committee who have worked so hard for our school this year.
- The Colour Run, Mother's and Father's Day stalls, lunches and cake stall at the Athletics Carnival, Christmas Carols, Book Fairs, Movie Night, Woodvale Dad's Campout, and Discos not only contribute to our school financially but add value to the educational programs and community engagement at WPS.
- We are so appreciative of the P&C contributions to our Kindy Open Afternoon, parent information session, and general school activities, attending to put a face to a name, and to welcome new families.
- This year the P&C has provided financial support to the following programs and purchases.
 - o Chaplaincy (half-day) and BUZ resources,
 - o Classroom budgets,
 - o Microphone stands for music,
 - o ECE Mud Kitchen,
 - o Sound system hire for Athletics Carnival,
 - o Large mat for Art,
 - o Metal picnic tables for lunchtime games and activities,
 - o Public Address system upgrades with external speakers.

School happenings

- Student Council elections on Monday
- Y6 lessons at the beach until Thursday
- Year 6 Orientation at Woodvale Secondary yesterday
- Volunteer Thank You Morning Tea today
- Kindy Café – Maali last week, Yonga tomorrow
- Carols Concert, Kindy Graduation, Book Awards and Dinner Dance next week
- Year 6 Graduation in week 10
- Reports will be emailed home on Wednesday of week 10 (11th December)

Presidents Report

Week 8 Term 4 2024

It's been a busy year as we start to wind down from a hectic school year and ramp up towards a busy Christmas and Summer holiday period. We still have a couple of events to go for the year including Colour Run at the end of this week and Christmas Carols concert early December.

A couple of weeks ago we had the Kindy and Pre Primary family day. It was a busy couple of days for us all, hosting a bake sale during the event, as well as doing crazy sock sales the whole week in the lead up to the Crazy Sock Disco on the Friday evening. Thank you to all the event organisers across the committee and to all volunteers who helped out on the days. The events were all a success, even if disco sales were a bit slower than we would have liked!

I had the opportunity a couple of weeks ago, after replying to a marketing email from Scott Edwardes, member for Kingsley, to meet him at an event and secure some sponsorship funding for our upcoming Christmas Concert sausage sizzle. Hopefully it can go towards a hugely successful event.

Next year is already shaping up to be a big year, and sadly, we will be on the lookout for some new committee members in 2025. I want to thank everyone for their dedication and help this year. It's been an interesting year with a few changes along the way but I hope for a more stable 2025. Karissa, Ben and Tamara, you'll be missed incredibly from this committee and our school community.

Kym Jacobs

President

Appendix 6

Opening Balance (as at 17 Nov 2025): \$ 32,225.00

Less:

Christmas Carols funding expenses -\$ 1,000.00

WACCSO & Xero overspend for CY2024 -\$ 144.00

CY2025 Committee Expenses -\$ 2,150.00

Plus:

Returned funds from CY2024 allocations \$ 5,471.00

Revised Balance (available for allocations): \$ 34,402.00

Wishlist Items 2025:

Class consumable budget (\$100 x 16) -\$ 1,600.00

Additional 1/2 day chaplaincy for Sharon Warnes -\$ 11,000.00

Interative Whiteboards (Contribution towards \$35K) -\$ 15,000.00

ECE Nature Playground Design Fee (Appendix 7) -\$ 1,500.00

Proposed Closing Balance: \$ 5,302.00

Nature playground

We propose the design, of a nature play area in collaboration with a specialised nature play company. This project would aim to create an engaging outdoor environment that reflects the interests and ideas of our students. We understand that this would be a large and ongoing project requiring several co-continuous P&C and school financial contributions up to the value of \$150, 000.

Once we have a design, we hope to utilise community skills, busy bees, and local companies to construct and install our vision. This will also incorporate a bike track.

We are currently contacting and scheduling companies to come and look at our area and discuss our design ideas. From this we can get a design quote for a master plan. This can range from approx. \$2000 to \$5000 for a comprehensive master plan. Moving forward we are able to proceed in stages to create financial targets and timelines that align with school P&C fundraising.

The early childhood would like to contribute \$500 towards the development of a professional plan and as Kym mentioned adding any funds raised during our K/PP family day cake stall. We would like to propose if the P&C contribute the remaining cost for a master plan. We have attached 2 quotes and are currently enquiring with a third company.

As we begin construction, we can then promote having a P&C project and how the funds we are raising from specific events will go directly toward a specific nature play stage or item.

Educational Benefits:

Gross Motor Skills: Climbing, running, jumping, balancing, and other physical activities in a natural setting help children improve strength, coordination, and spatial awareness. These activities are essential for developing gross motor skills, which are foundational for academic learning and overall health.

Fine Motor Skills: Manipulating natural objects such as sticks, rocks, and sand, or working with materials like mud and water, enhances fine motor control, which is vital for writing, drawing, and other classroom tasks.

Health Benefits: Outdoor play reduces stress, boosts immune function, and helps combat childhood obesity. It encourages physical activity, which is linked to improved focus and concentration in the classroom.

Promoting Social Skills: Collaborative play encourages teamwork, communication, and conflict resolution among peers. Students will learn to work together to navigate challenges and share resources.

Encouraging Creativity and Imagination: An unstructured play environment allows children to engage in imaginative play, building their creativity as they invent games and stories inspired by nature.

Fostering Emotional Well-being: Time spent in nature has been linked to reduced stress and anxiety. A nature play area provides a calming space for students to explore and unwind. It provides various areas which allow students the options to release energy, use their imagination or relax and connect with nature.

Connecting with Nature: Direct interaction with natural elements enhances students' appreciation for the environment, promoting ecological awareness and sustainability from a young age and supports our school values.

Supporting Inquiry-Based Learning: Nature play encourages curiosity and exploration, allowing students to ask questions and engage in hands-on learning about ecosystems, weather, and biodiversity. It encourages and allows all classes to utilise the area throughout different periods of the day to support the delivery and enhancement of their curriculum.

Boosting Cognitive Development: Engaging with varied textures, sounds, and smells in a nature play setting stimulates sensory development and cognitive skills, fostering critical thinking and problem-solving.

Facilitating STEM Learning: A nature play area can integrate elements of science, technology, engineering, and math (STEM) by allowing students to observe natural processes, measure growth, and understand environmental systems.

Catering to Diverse Learning Styles: Outdoor play supports various learning styles and needs, making it inclusive for all students, including those who may struggle in traditional classroom settings.

Investing in a nature play area aligns with our commitment to holistic education. By focusing on the interests and ideas of our students, we can create a vibrant, engaging space that supports their physical, social, emotional, and cognitive development. We believe this initiative will provide long-lasting benefits that enrich our school community.

We thank you for your time and greatly appreciate your support for our students and school.

29 October 2024



Woodvale Primary School
44 Keatley Crescent
WOODVALE WA 6026

Via email: gemma.smith@education.wa.edu.au

Dear Gemma,

Early Childhood Play Space Refurbishment

Thank you for the opportunity to visit to discuss options and ideas for refurbishing the early childhood play space. I've included below information about our design philosophy, design and build process, and our fee for the initial step of developing a concept design.

Nature Play Solutions was founded to provide design and build solutions for play space developments: to ensure a single point of responsibility for project delivery and quality; and maximise play opportunities from the available budget. We have formed a multi-disciplinary team with the skills and expertise to cover all aspects of consultation, analysis, design, product development, construction, installation and support.

We believe our design and build process streamlines project delivery and ensures that the intent of our bespoke designs is conveyed seamlessly from the design team to the build team on the ground without the significant time, effort and cost of the traditional project delivery process of design, documentation, tender and construction.

Our team specialise in play provision and understand the requirements for play spaces; making the translation from design to reality an efficient process providing cost savings that can be directed back into the project for enhanced play provision. We work together to deliver a play space that provides great play opportunities – that is our number one aim – and we build spaces that are attractive, integrated with the landscape, provide learning opportunities, reflect the values of the community and have a strong sense-of-place.

Our reputation has been built upon the successful delivery of an extensive portfolio of design and build projects, across a range of sectors including public open spaces, schools and children's services.

With team member backgrounds in Landscape Architecture, Horticulture, Occupational Therapy, Child and Community Development, Playwork, Education and Care, Playground Safety and Construction, we can provide play areas that are integrated, functional and comply with all State and National legislative requirements.

Our Design & Build Approach

We specialise in a two-stage design and build process, as outlined below.

Stage 1 – Initiation and design

Upon engagement, we will commence concept design work, based on the requirements for the play space and the target project budget, if available. Budget information helps to ensure the scale of the design is appropriate for the project.

The design process allows for two (2) design iterations to incorporate amendments, as required; and can also support a staged approach to suit fundraising efforts and school community involvement where there is appropriate interest/capacity.

Once the concept design has been completed, we will also provide a cost schedule.

Milestone – Approval

The milestone of completing the design stage provides an opportunity to finalise the build scope and agree to proceed with installation works. The design fee for work until this point will be capped, as outlined below.

Stage 2 – Build

The design will be built and installed as a fixed price project in line with the agreed concept design and cost schedule. The final construction budget will be dependent upon final agreed design, scope, included play features and finishes.

Design Fee (for area approximately 1,400 sqm)

\$4,800.00 + GST

The deliverables included in the design fee are –

- Concept Design – to scale, and annotated (up to 2 revisions)
- Colour 3D Model with indicative colour renders
- Construction Cost Schedule

Nature Play Solutions is fully insured for Professional Indemnity, Public Liability, Worker's Compensation and Property Damage &/or Personal Injury.

We look forward to the opportunity of working with you to develop a treasured outdoor play and learning environment that children, families and staff will love for years to come.

If you would like us to commence design work or need any additional information, please don't hesitate to get in touch on 0452 587 327 or kerry@natureplaysolutions.com.au.

Regards,



Kerry Logan, BSoc Sc

OUTDOOR PLAY CONSULTANT

NATURE BASED PLAY BACKGROUND:

THE NATURE PLAY MOVEMENT

Playing in nature is the most instinctual and ready response for children throughout the world and throughout time. Nature provides children a highly complex, relationship based, open-ended and non-judgemental space to explore and learn from. As our ecological systems are removed for human development there are fewer and fewer of these spaces which are locally available for children to play in.

The worldwide nature play movement seeks to introduce the natural 'wilds' back into our urban lives so as children can continue this all-essential connection to their natural world and their inheritance of it. Australia is privileged to have an Indigenous cultural history that reaches back at least 65,000 years and the nature play movement has a unique opportunity to learn from this cultural wisdom and its deep connection to country, place, belonging and meaning.

Nature Play and Outdoor Learning is a pioneering movement, with hugely positive benefits to kids, schools and communities. These outcomes have been well documented through research globally, highlighting the many different benefits to kids' wellbeing and learning opportunities.

OUR VALUES

Nature Based Play values and supports the right of every child in developing a deep connection to nature and the miracle of our biosphere through open ended and self-directed play within nature systems. To this end we seek to create nature inspired and unique play environments which respond to local ecology; cultural traditions; local community and the play needs of the children.

Our company's processes are guided by the principles of ecologically sustainable development.

OUR PLACE

Our office and factory is located in Walyalup on the traditional lands of the Whadjuk people of the Noongar nation. We work on many lands throughout Australia and acknowledge the Traditional Owners of Country throughout Australia and their continuing connection to land, sea and community and pay our respects to their cultures, ancestors and Elders.



NATURE BASED PLAY METHODOLOGY: DESIGN PROCESS:

0.0- Initial Contact

A Schedule a virtual meeting to discuss ideas, processes, and ensure our values/objectives align.

DESIGN ENGAGEMENT

1.1- Design Analysis.

As part of Analysis our design team will visit the site.

We use this time to meet with the client and discuss their goals for the project.

We will also measure up and map out the identified potential site.

Spending this time in the space gives us a better insight into the possibilities and constraints of the landscape.

Design should always relate to setting so we begin our process on location.

It is expected that NBP will be provided with a budget goal or range to work towards.

1.2- Concept development

From our analysis, NBP will work to create a holistic design based upon concepts of connectedness to nature and non directive play.

1.3- Draft Concept Presentation

NBP will present the design to the client, with working drawings and other illustrative tools by NBP. This is a chance to explore feedback, pricing, and discuss any revisions. After the meeting we will give the client time to discuss the presented concept amongst themselves and come back to us with further notes

1.4- Concept Revision

Based upon the conclusions of the meeting, and client feedback. Edits will be made to the design and concept package completed.

1.5- Final Concept Delivery

Our finalised plans with images/diagrams as required to convey the design intentions will be sent through to the client.

Nature Based Play will submit a quote to complete construction of works for the project.

If NBP is engaged for construction, further coordination and project timelining will begin.

DESIGN CONTRIBUTION FEE:

from \$1500 +GST *

Invoiced at Final Concept Delivery

NATURE BASED PLAY METHODOLOGY: CONSTRUCTION:

CONSTRUCTION ENGAGEMENT

2.0- Construction Scheduling

NBP will have planned for an expected construction timeline during the design stage.

But we cannot guarantee any time slots until receiving written confirmation from client and the construction deposit is paid.

2.1- Construction Pre-start

NBP will hold meetings between our in house teams (Design and Construction), and begin our pre start works. This includes material selection, unique part orders, OHS and traffic planning, Travel logistics, and all other construction prep work.

2.2- On Site Construction

On site construction of the project. Using the traffic management plans and safety fencing as required, Our skilled team will complete building works with minimal disruption to day to day activity.

2.3- Project Handover

Completion of the project is marked by a thorough inspection to insure all works comply with the Australian Safety Standards AS4685.

TOTAL CONSTRUCTION BUDGET TO BE AGREED UPON DURING DESIGN

Standard fee structure: 20% deposit / 80% post completion



