

Payne Road State School

P&C Sub-Committee / Major Activity Report

Sub-Committee Name: OSHC	Your Name: Louise Winn	Date: 21/8/2008
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Brief overview of your actions for this month....

1. Policies have been updated and put into place.
2. Susie has had a meeting with our CSO from the Department with regard to the building compliance Issues that have to be rectified by the 1st September 08. Main concerns are our disability access not being compliant and the lack of waterproof covering over the sandpit area. Katie was very helpful and mentioned that there are steps that can be taken for us to receive special consideration with regard to the disability access. This information was passed onto Susie and she is now in the process of completing this paperwork and submitting it to the Department. Katie also offered us an extension on the deadline for the sandpit roof covering and this has now been moved to the 31st October. Ken is currently working on a quote for structure and will advise the Committee once he has finalized this for us.
3. Have received quotes for painting and have passed a motion to proceed with Program Maintenance Services proposal. This will see the building painted both internally and externally, with ongoing maintenance of the paint work for the next 6 years. Total is \$10,710 compared to other quotes in the vicinity of \$7800 to \$8200 for external painting only and no maintenance. Require ratification by the Executive to proceed with the works.
4. Have applied to the Dept of Education, Employment & Workplace Relations for financial assistance offered to help with the training, implementation and transition to the new Child Care Management System to the amount of \$3000.
5. Security screens have been installed to the office windows and are now obtaining quote for kitchen Window for added security.

Current profit / loss against Budget:

Surplus as at the end of July 2008 is \$28,471.99 and remains in line with our budget projections for this period.

Plans of any new tasks / actions for the next month?

1. Chase up grandstand drawings.
2. Julie has received the email contact list from Susie and is hoping to get some free time this month to get the new email newsletter sent out to our families.
3. Still looking for bricklayer for the BBQ area.
4. Chase up Forpark with regard to the new attachments ordered for the playground area.

Details of any opportunities that you believe exist for your sub-committee or the P&C in general.

Key Questions for Your Sub-Committee	Yes ✓	No ✓
Has there been any issues/incident within your sub-committee's responsibility that could pose a "workplace health & safety" risk to the P&C?		✓
Has there been any issue/incident within your sub-committee's responsibility that could pose a "duty of care" risk to employees, volunteers, or other people (including students) within our care?		✓
Are there any financial issues that you believe the P&C should be aware of?		✓
Are there any other problems that you would like the P&C to address?		✓

Explanation of items checked yes (include problems, recommendations, and/or planned solutions)

Completed by:
Julie Marshall

Date:
24/07/2008

P&C Meeting:
Executive

Date:
24/07/2008