

Payne Road State School

P&C Sub-Committee / Major Activity Report

Sub-Committee Name: OSHC	Your Name: Louise Winn	Date: 18/03/2009
------------------------------------	----------------------------------	----------------------------

Brief overview of your actions for this month....

1. Committee remains the same with the addition of Justine Barratt into Vice Chair.
2. Licensing check is due on October 24th this year, with Quality Assurance not due now until May 2010.
3. Daphne & Susie will require a copy of the Executive's AGM minutes ASAP please for banking & licensing requirements.
4. We also need to update our Licensee Information for the new Executive - Chair, Treasurer & Secretary and need relevant info supplied to us immediately.
5. Also require the new Executive Blue Card Info within the next week for all positions please so that we may update the service details. If any new members do not have a blue card we have the relevant forms here to be filled in and will need to be signed by a JP before returning. (Vice's need to sign the Executive Member section of the blue card form and please no staples.) Any further info required please contact Susie at OSHC.

Current profit / loss against Budget:

The combined surplus to the end of December 2008 was \$30,937.71 after completing the following throughout the year:

1. Major upgrade to the playground area.
2. Painting and continued maintenance of the building for 6 years.
3. Installation of security screens and gutter guard.
4. Purchase of new laptop and printer.

Well above our budget projections for the year.

Surplus for the service as at February 2009 currently stands at \$4859.07.

Budget for the new year will be ready for presentation at the next meeting.

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

1. Hope to get that bloody Ken Marshall to speak with the bricklayer so we can get our BBQ built.
2. Also like to advise the Executive that we are willing to pay for a wireless router and setup costs for Daphne once she receives an upgraded computer so that she may have internet access from her office.
3. Wednesday afternoons are currently fully booked (barring emergency places) with numbers increasing in both services gradually.

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: 18/02/2009	P&C Meeting: Executive	Date: 19/03/2008
--	----------------------------	--------------------------------------	----------------------------