



## Tottenham War Memorial Early Childhood Centre

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President: Antoinette Pursehouse  
Hon Secretary: Tanya Fulton  
Director: Annette Perks (AH 6892 5433)

Term 3 Week 6  
22<sup>nd</sup> August 2017

**Constitution:** Nicole has worked on this and a copy was sent out to families last week. A Special General Meeting will be held on Monday 11<sup>th</sup> September 2017 at 6pm.

### Tottenham War Memorial Early Childhood Centre Special General Meeting Agenda 11<sup>th</sup> September 2017, 6.00pm

1. Meeting Opened
2. Present
3. Apologies
4. Constitution & Resolution
5. Meeting closed

The reason for the meeting, is to present the attached resolution (file: Motion – New Constitution). Our aim is to update the existing TWMECC constitution (file: Constitution of the TWMECC) to the Department of Fair Trade's new model constitution (file: Constitution model – Dept Fair Trade) with changes as detailed in the resolution.

The review of the existing constitution against the proposed model constitution is also attached showing the evaluation process. This has previously been distributed to everyone.

The Special General Meeting will be followed by a normal General Meeting for which an agenda will be sent out closer to the date.

**Earn and Learn** has commenced for 2017. We have a box at the Centre and dates are from 26<sup>th</sup> July to 19<sup>th</sup> September for the collection of these tokens. Once collected we send in a report and use the fundraising effort for resources for our children. So, if shopping away at Woolworths please collect and send in for us to get extra resources. Send out messages to families to help support our little Centre with their vouchers.

#### Photo day:

We are looking at late in term 3 for our Centre photos. We have contacted Jo Lincoln from Warren and her price package and sizes are as follows.

8x10 single          6x8 single          6x8 group          2 lots of 6x4 single          4 wallet sizes

**@ cost of \$35 for this photo package of 9.**

Dates are set as Wednesday 6<sup>th</sup> September with backup on Wednesday 13<sup>th</sup> September 2017. We will set up for Jo and she will bring lights and anything extra that she needs and we will start at about 10:30am. Children who do not attend on Wednesdays can come in on the day and use this service if desired for a photo session. I will check with Jo closer to the date and see what time would be suitable for the extra children.

Name: .....

Wednesday 6 <sup>th</sup> September 2017 Photo day	Photo package @ \$35 Yes / no (please circle)	I will come in on the day even though my child is not enrolled on that day Yes / no (please circle)	I would like one 6x4 photo to be of my children together for families who have 2 children attending the Centre Yes / no (please circle)
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Please return by Wednesday 29<sup>th</sup> August 2017

**Also payment needs to be sent into the Centre before that day (that is Wednesday 6<sup>th</sup> September 2017) .. no money means no individual photos taken on the day.**

Children who are not enrolled on Wednesday's are very welcome to utilise this service. Just fill in the above form and I will give you a time closer to the date.

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**Policies:** A copy of the Social Media and Website Policy was sent out last week for your feedback to ratify at the next Management Committee meeting on Monday 11<sup>th</sup> September 2017 at 6pm.

### End of year dates:

I know that this seems very early to be discussing this but I have looked at this with staff and the Management Committee and dates have been set. AGM is set for Monday 16<sup>th</sup> October. End of year concert is on Thursday 7<sup>th</sup> December. Last day of Preschool is Thursday 14<sup>th</sup> December and Long Day Care is Tuesday 19<sup>th</sup> December 2017.

This then means that we return later in January 2018 which suits the majority of our families as January is historically a low period in attendances. So Long Day Care returns on Monday 22<sup>nd</sup> January 2018 which is two weeks before school returns. Preschool will return on Wednesday 7<sup>th</sup> February 2018, a week before the Eastern zone of NSW as we have an extra week for climatic allowance.

Our end of year finish for 2018 will be Friday 20<sup>th</sup> December as this then covers the required 48 weeks of LDC in one year.

**Book week** - This is over the week of 19<sup>th</sup> to 26<sup>th</sup> August 2017 which is **this week**. We ask the children to dress up as their favourite book character. The theme for the week is to "Escape to everywhere". We will celebrate the joy of storytelling.

Ella and practical days for TAFE – During the first few weeks of term 3 Ella is required to do some practicum work at the Centre for her TAFE Diploma course. No dates have been set yet but these days entail observation of the children (we have as part of our enrolment permission for TAFE students to observe our children with confidentiality preserved), Ella taking some of our group sessions (reading time, show and tell session and a group with gross motor and movement with music) and her TAFE assessor coming out for a visit entailing one to one discussion and observation of her interaction with the children. Date not yet set.

### DATES:

- Earn and Learn sticker collection from July 26<sup>th</sup> to September 19<sup>th</sup>.
- 19<sup>th</sup> to 26<sup>th</sup> August Book Week – dress as a book character
- Father's Day – Sunday 3<sup>rd</sup> September 2017
- 6<sup>th</sup> September photo day
- Flower Show Friday 15<sup>th</sup> September
- Fluro week Monday 18<sup>th</sup> September to Friday 22<sup>nd</sup> September = last week of term.

### In-services:

- 1<sup>st</sup> September – Annette to Dubbo for Aboriginal Cultural Awareness
- 4<sup>th</sup> September – Katrina to Dubbo for the third session of Indigenous Yarning Circle

### REMINDERS:

- ❖ Enrolment extras – birth certificates are still outstanding, a copy of the form to apply was in children's bags last week. Thank you to one of the last families who has got their certificate to us. We only have 3 to go.
- ❖ Centre expectations signed and returned



**Have Your Say:**

Please fill in for a thank you for your children's enjoyment of their day or if issues arise of any kind. These can be anonymous or otherwise and just dropped into the feedback box in the front foyer.

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