

# Director's Report

Lindfield East Before and After School Care

Tuesday, 19<sup>th</sup> February 2019

Heading into 2019 it is predicted that Lindfield East Before & After School Care (BASC), will embark on a journey that will see it undergo more change and transformation than at any other point in its history. Whilst this is an exciting prospect, its inception has come about after the centre sadly farewellled Andrew Hearne – Centre Director and Rebecca Harris – Assistant Centre Director, at the end of 2018. Their hard work and extraordinary effort cannot be overlooked, and will allow Lindfield East BASC to move from strength to strength as it embraces the changes planned to take place. Both have been missed by staff and families alike, however their departure has seen Stephen Moore commence as the Centre Director.

Stephen comes to Lindfield East after spending 2 years as the Director at ROOSH, a not-for-profit centre servicing the Outside School Hours Care (OSHC) needs of families at Northcross Christian School in Ryde. He first came to work in the OSHC industry as a casual educator whilst studying Commercial Litigation at Macquarie University. Shortly after graduating and having completed two internships, Stephen found his true calling working with children and elected to make a career in OSHC. With over 15 years-experience working in the industry, Stephen has also spent time working for Junior Adventures Group within both their Helping Hands and OSHClub brands at Burnside Public School, Parramatta and Beaumont Road Public School, Killara.

Upon commencing in early January, Stephen presented a proposal to the Management Committee to guide the centre through a rebranding. Committee members were presented with a range of new logo and graphic designs, eventually settling on the logo and graphics that feature within this report. In time this branding will become more prominent as it begins to feature on all documents, uniforms, and displays.

The Management Committee was also presented with a proposal to approve a staffing restructure. This restructure saw the centre commence advertising for the newly created position of Program Coordinator. The Program Coordinator will oversee the day-to-day floor operations at the centre and will be supported in their role by up to 3 Assistant Program Coordinators. Each Assistant Program Coordinator will be handling a specific portfolio and together the Director and Program Coordinator will form the Centre Executive. Further to this, the centre will be staffed by a dedicated team of permanent part-time Program Assistants, who are currently referred to as Educators. Finally the centre will shortly begin advertising for candidates to fill the position of Junior. It is hoped Juniors will be staffed by local high school students, providing after school employment opportunities and creating an early entry point for a long and fulfilling career working at Lindfield East BASC. Juniors will operate as support staff, fulfilling mostly cleaning responsibilities, thus increasing the face-to-face time the Centre Executive and Program Assistants spend with children.

In addition to a new staffing structure, the centre has also outlaid significant funds to purchase a range of new furniture and equipment designed to enhance the experience of children and families as they engage the services of the centre. To date the centre has already

taken possession of new toys/leisure equipment with the bulk of the purchases set to be delivery during the Easter holiday period. During this holiday period the BASC team will be working hard to develop new play spaces and layouts, ensuring children and families arrive back to a centre that is fresh and welcoming.

Over the next few weeks the centre will introduce a new menu and will trial a new routine during the afternoon session. The new menu is being developed in consultation with children and families, ensuring the food served is nutritious, tasty, and can meet the dietary requirements of all children at the centre. It is hoped the new routines will see an increased sense of engagement as a balance is struck between affording children opportunities to direct their own play and the need to provide structured activities that facilitate social interactions amongst children and BASC team members.

As the centre moves into the back end of 2019 numerous other changes have been planned to take place. These changes range from updating the centres policies and procedures, transitioning the centre to a new Child Care Management System (CCMS), and beginning preparation for the centre to undergo its Assessment and Rating process schedule to take place in October.

Whilst many other changes are due to take place throughout the year, the changes described above elicit an immediate sense of excitement and anticipation. It can be said with confidence that these changes will work in unison to improve the experience of children and families who rely on the services provided by Lindfield East BASC. However, that which is most exciting is the renewed opportunity for the centre and the P&C to work closely together serving the broader community of Lindfield East Public School. Moving into 2019, Lindfield East BASC looks forward to this close working relationships and how it can contribute to the many initiatives that have been proposed to take place throughout the school year.

Stephen Moore  
Centre Director