

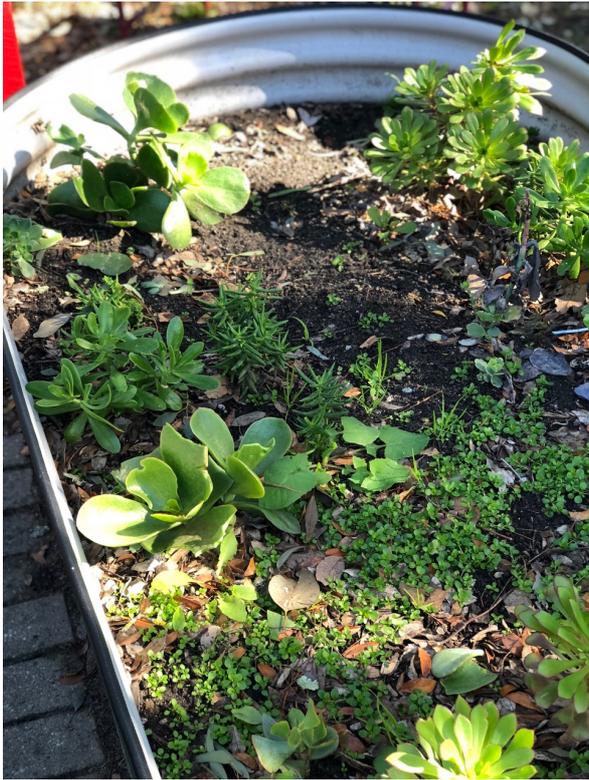
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# Annual Report

## Gum Nut Gully Preschool

For the year ended 31st October, 2018

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**Gum Nut Gully  
PRESCHOOL**

Association Incorporated (A13621B)  
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Ph: 9841 9556  
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## President's Report



It has been an absolute pleasure to lead the management of Gum Nut Gully Preschool in 2018 and end the year with the highest profit recorded in the history of the Preschool. With the support of the Committee of Management, we have delivered a smooth and successful year for our kinder including achieving the outstanding rating of 'Exceeding' by ACECQA.

Gum Nut Gully Preschool is a not-for-profit organisation that relies on its volunteer-run parent committee, also called Committee of Management for support. We always put the needs of the children first thus making it a wonderful place to commence early learning.

In accordance with our governing rules, the Committee of Management was appointed in November 2017, and was charged with the responsibility of overseeing the running of Gum Nut Gully Preschool for the 2018 year. The Committee takes responsibility for the overall management of this non-profit organisation. As the Employer, the Committee of Management needs to work within the legal requirements set by the

Department of Human Services and the Department of Education and Early Childhood Development.

The Committee has worked with dedication and enthusiasm throughout the year. I would like to thank and congratulate every member of 2018 Committee. What a grand year it has been for the kinder!

Emma Baptist (Assistant Secretary, Fees) and Cherry Feng (Treasurer) have both been my rock, helping and supporting me endlessly. You both out-did your respective roles and contributed much more to the success of the kinder. You made it possible for us to go beyond our capacity and achieve so much more- new bank account and extra fundraisers to name a couple.

Erum Atif (Secretary) and Marguerite Zito (Fundraising) – thank you for your positive and pleasant attitude. It has been wonderful planning and delivering alongside you.

I'm sure would've dealt with Louise McFarlane (Enrolments officer) and read Melanie Franklin's (Communications officer) monthly newsletter. Your commitment to the roles has been commendable. A special thanks to Melanie for also taking charge of Scholastic orders.



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Our quiet-achiever Shaaron Greaves (Assistant secretary, Minutes) worked her role most professionally, writing the minutes with all relevant details. She also helped out at every social event, making it stress free for the rest of us.

Stephanie Jacobs (Vice-president), thank you for running the movie and disco nights and helping the families make lovely memories of their time at kinder. Our group reps: Nardia Parente (Yellow), Renae Pearson (Blue) and Renee Tsatsis (Green) for all the catch-ups you've organised for your groups this year.

The committee was happy to invest into adding new features at kinder such as the artificial grass area, books for our library, replenishing and adding to the art and craft stock, maintenance of any OH&S issues such as uneven pavers. The teachers and children have enjoyed many hours of outdoor play time on the new grass area enjoying playing games and having picnics.

Many businesses and families have supported our efforts throughout the year. Bunnings (seedlings for Veggie patch), Beasley's Nursery (plants for strawberry wall), Fabbris Small goods (sausages) and Chin family (onions) for our welcome picnic; Shoes & Sox, Three Monkeys and Playdays (disco night raffle). We also appreciate the generosity of the families at kinder for supporting our fundraising events.

The teachers are the backbone of our organisation. We leave our children in their capable hand and they help lay the foundations for the many years of formal education ahead of them. Our teachers run an exceptional program based on the interest in their groups. One week they are playing hospital and the next week they're

mixing colours. Heartfelt congratulations to the teachers for helping the kinder get 'Exceeding' rating which is a testament of their everyday doings!

Our 4-year-old teachers: Ann and Melissa, supported by co-educators Tracey and Carmel respectively have worked all year to get the children ready to transition into school. 3-year-old teacher Megan has worked with Tou in helping children settle and have a year full of fun at kinder.

This has been Ann's second year at kinder. She is an incredible teacher and the children just adore her. I've heard so many parents rave about Melissa who joined our kinder at the start of the year along with Megan who is the most nurturing teacher I have ever come across. Tracey joined at the same time too, and has made her mark on the children with her cool and calm attitude. Carmel has been at kinder for over 20 years and her sense of humour cracks everyone up. She is also a wealth of knowledge. Tou is completing her second year at kinder, and is always ready to help and support everyone around her.

I wholeheartedly thank all the teachers, especially Ann, for guiding and supporting me throughout the year.

With pride of achievement for the kinder, teachers and the families at Gum Nut Gully Preschool, a warm good-bye to those graduating in 2018. I hope for a smooth start to the children's school years and wish them success in every endeavour.

A warm welcome to the families starting or continuing kinder in 2019. Good things are about to begin!

**Ratna Gupta**  
**President**

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# Educator's Report

## Yellow Group - 3 year olds



For those of you that do not know me my name is Megan Lewis and I am the 3 year old Kindergarten Teacher. I work with Tou McKenzie and we have had an amazing year with the Yellow Group. I recently just said to Tou that I am not ready to hand the group over to the 4 year old teachers!

Three year old Kindergarten is a year of such huge developmental growth, particularly in a child's social and emotional development. At the beginning of the year we had many children starting that had never separated from their parents before. So, you can imagine the excitement but also the anxiety of the parents and the children. Our job as Educators is to provide a welcoming environment to these new families where they feel safe and nurtured, included, and a sense of belonging .

I remember telling many parents at the start of the 2018 that it is normal for children in Term 1 and even Term 2 to play alone or alongside others, in what we call "parallel play".

Now, as I look around the classroom or the outdoor area during the session it is such a joy to see children reaching out to others and predominantly playing in a group of preferred children.

We are very lucky that Gum Nut Gully has an amazing community of families that become so connected to each other and to their child's education.

In yellow group we have a very open door policy and warmly welcome all family members into the classroom for fruit duty or to share their special skills.

Parents and even Grandparents have shared their time and skills with our group and in particular cooking sessions have been very popular. We have been lucky to have Sushi making days, pizza baking days and Serbian baking days.



We have also invited parents in to share their own special cultural celebrations such as Chinese New Year, Eid and most recently Diwali.

By embracing and welcoming the richness of the cultures and the community that we work in, we can proudly say that we offer a

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truly diverse and inclusive program that teaches children tolerance, acceptance and an understanding of all beliefs and ideas that reflect the multi-cultural world that we live in.

Gum Nut Gully Pre-School has to adhere to the Early Years Learning Framework which has 5 Learning Outcomes that we strive to meet. These are listed as follows:

Outcome 1 – Children have a strong sense of identity.

Outcome 2 -Children are connected with and contribute to their world.

Outcome 3 -Children have a strong sense of wellbeing.

Outcome 4- Children are confident and involved learners.

Outcome 5 –Children are effective communicators.

Our role as an educator is to provide the planned environment, time and materials to meet these outcomes through play. We plan our programs based on observations of the children. These observations will be of individual children or of the whole group.

When you enter the Kinder room it is normal to see 22 children of varying interests, abilities, temperaments and personalities. We have to ensure that the experiences on offer are developmentally appropriate for all children. A typical kinder day will see children busily involving themselves in playdough, clay, drawing, puzzles, blocks, cutting tasks, fine motor experiences, socio-dramatic play and a lot of sensory experiences!

We always meet together for a group time at the end of our free play session and this is usually some form of music/ dancing or a game. It is when the children practise their skills of listening when others are speaking, learning to raise their hand to talk in a group setting and contributing their ideas to their friends.

The outdoor area is just as an integral part of the program as the inside and it is whilst outside that the children are encouraged to explore their environment freely. Children are naturally curious and learn through taking risks, climbing, scaling, balancing, jumping and falling all need to be practised, in order for these skills to become independent, well co-ordinated and balanced.



Our outdoor area has recently been enhanced by our new fake grass area. This has been a huge asset to our outside area and we now take the children outdoors for their everyday music session. It is wonderful to have such a huge area where they can dance and move freely without bumping into each other. We recently hosted a Teddy Bears Picnic on the grass area and the children enjoyed sitting with their bears

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brought from home and enjoying their hand made teddy bear biscuits.

Each term we are very lucky to have an incursion to complement our program and the children have been fortunate to have three visits so far. An Australian animal show called The Rookeepers, a music and drama workshop from The Drama Toolbox and recently an educational program by Blacksnake Productions .



It has been a year of starting something new for many children, learning to trust themselves, learning to trust others, gaining new friends and learning how to be a good friend. They have laughed with their friends, with us or at us, and sometimes cried. But, all along we have been with the children guiding them and building their self esteem and resilience.

Both Tou and I feel so privileged to have been the first step in your child's educational journey. It is an honour to hold this special position and to know that the children are now ready to move on into the 4 year old group.

I feel that as parents you should be equally proud of yourselves and your children and

how much they have achieved this year. I would also like to thank all the parents for warmly welcoming myself and Tou into your lives and allowing us the special opportunity of educating your most valuable asset, your children.

I would also like to use this opportunity to thank our voluntary parent committee and all parents who have helped on parent duty. Thank you for giving up your own time to help run our Kinder so smoothly and organising special fundraising social events.

I would also like to thank the amazing staff that I work with at GNG Pre-School. Tou and I work together so well as a team and she always turns up to work with such enthusiasm for the children, and a lovely kindness and manner. Thank you Tou. I look forward to another fabulous year ahead with you.

Equally, Ann, Tracey, Melissa, Carmel and our additional aid Surilla, all show such devotion and enthusiasm to Early Childhood Development as a Profession and to the children. Thank you ladies for always supporting one another and ourselves as a team.

Finally, to all our new and returning parents, I cannot wait to get to know you and your child/ren and creating an amazing year with you.

**Megan Lewis**  
**3 year old educator**

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## Educator's Report

### Blue & Green Groups - 4 year olds



Collectively, we would like to present a four year old teacher's report on behalf of the two 4 year old groups. 2018 saw increased enrolments which involved timetable changes and the recruitment of new staff at Gum Nut Gully Preschool. We welcomed Melissa McGrath and Tracey Barr to join Ann and Carmel in educating two separate four year old groups. Each group had maximum enrolments with 22 children in each group.

The curriculum for all government funded preschools is based on the Early Years Learning and Development Framework (EYLF) with experiences set up purposely to meet the five learning outcomes. At Gum Nut Gully Preschool we embarked on a journey that focused on the children's identity, sense of belonging, communication, wellbeing, and learning. A journey that nurtured the children's individual abilities and helped them to learn to play happily with other children and adults, share, take turns, care and share empathy, listen with understanding, experience achievement and satisfaction, take risks, deal with frustration positively, gain knowledge and share their own knowledge with others, strengthen their

motor skills, collaborate, experience wonder, instil in the children that education is fun, that they are important and that being a part of a group is important too.

Children learn best through play. Play that is meaningful, appropriate and driven from the children's interests will encourage inquiry, investigation, exploration and involvement. At GNG we have a strong emphasis on play based learning and strive to encourage confident, involved learning, collaboration and group cohesion. The children in both of our 4 year old groups this year have been the masters of their own learning, contributing ideas in small and large group play. Children are given the opportunities to be the scriptwriter, the director and the actor in their own play!

We have introduced a combination of interest driven and teacher initiated experiences to keep the program balanced. The interest based experiences captivate the children's passions, whilst the teacher initiated experiences focus on skills that need attention and refinement. We focus on a strength based practise to acknowledge children as individual and capable learners. This year the children have excitedly engaged in a variety of open ended play experiences. As educators we are continuously scaffolding children's learning to support the development of life skills such as problem solving, sharing, communicating effectively, building confidence and embracing creativity and diversity.

Throughout the year we have engaged with the community in a variety of ways. During term 1 we enjoyed a Water Safety presentation, during term 2 we went on an excursion to Kew Traffic School, celebrated

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our Mums with a special Mother's Day pampering session, had a visit from the Police and finished off the term with a dress up day. Term 3 was super busy with a healthy pyjama breakfast morning, we visited Edendale farm and learnt about recycling, learnt about the life cycle and importance of bees, and enjoyed a farm tour exploring farm life. We celebrated Book Week with a dress up day and parade, and had a visit from the Responsible Pet program to learn about how to be safe around dogs. We visited our local Woolworths store for a fresh food discovery tour, learning about where food comes from- from farm to plate. We celebrated Father's Day with our dads at kinder one evening and finished off the term with a Footy day in the Park next door. Term 4 has been slightly quieter with a visit from Black Snake Productions who presented a snake safety presentation. Children have been busy visiting their schools on a school transition program.



All throughout the year we welcomed families to join in at preschool and share their abilities and cultures with us. This meant the groups enjoyed many culturally diverse experiences as families shared their cultural festivals, cooking, musical instruments, dancing and stories with the children. To finish off an amazing year we will be celebrating Christmas and the

journey our children have followed with their families.

The end of the year brings a tinge of sadness as we farewell our friends off to school. Having taken part in the children's development process is a special honour. Educators have had the privilege to share in their lives, their accomplishments and their challenges throughout the year, guiding them along the way. We feel very special to have been given the opportunity to role model and scaffold their learning and development.



“Teaching is not about answering questions but about raising questions- opening doors for them in places that they could not imagine” (Yawar Baig) and we truly hope we have opened as many doors as we could have for the children at Gum Nut Gully Preschool 2018.

The year 2018 was a year of great accomplishment for the teaching staff and the Committee of Management at GNG. During the year we embarked on our Assessment & Rating Process. This had not been undertaken at the preschool since 2012/13 and was a huge task to complete. Education and care services are rated by the state regulatory authority against the 7 quality areas of the National Quality Standard. To begin, we totally overhauled our Quality Improvement Plans, setting realistic long term and short term goals for the preschool. Staff showed incredible

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enthusiasm for the challenging task ahead of us. After observation and inspection by the Department of Education and Training we were delighted with the result of being rated EXCEEDING the National Quality Standard, an outstanding achievement, especially considering how new the team are at Gum Nut Gully Preschool. Educators have brought with them a wealth of experience and knowledge to offer the outstanding educational service we provide at Gum Nut Gully Preschool. It is an honour to be a part of such an exceptional team.



This brings us to an important part of our report. We would like to say an enormous thank you to our co-educators Tracey and Carmel. Sometimes teachers get all the credit for developing an amazing program, but without the effort, enthusiasm and organisation that goes on behind the scenes this is impossible. Both Tracey and Carmel work tirelessly to ensure that teachers are supported and ready to implement their programs, they are involved confident learners themselves, always prepared to go the extra mile to ensure we offer a quality service to everyone who walks through the door at Gum Nut Gully Preschool. Your organisational support as well as emotional support has been a fundamental part of our workplace. For that we cannot thank you enough girls! Pauline, Fiona and Surila, our wonderful additional assistants often go unnoticed. We are genuinely thankful for all that you offer our program, as you

ensure we are able to be a truly inclusive, all-embracing community and offer meaningful experiences to everyone. To the rest of the team, Megan and Tou, you both offer support, co-operation and encouragement and are a delight to share our work space with. Working as a team in such a small space can often be challenging but you both allow ease and cohesion in our busy preschool. You both encourage that sense of belonging we look for and will aid an easy transition for the children of our three year old program into the four year old program.

Lastly, the Committee of Management. We are a very unique community, in the fact that we are still run by a volunteer parent group who give up their valuable time to manage and control the finances and administration of the preschool. Parents spend endless hours volunteering their time on this current Committee of Management, made especially more time consuming this year due to our Assessment and Rating. You should all be very proud of yourselves as you have contributed to the ongoing financial viability of the preschool for many, many years to come. Policies have been updated, social functions made a huge success, fundraisers were rewarding, newsletters were informative, website was updated, the list goes on and on, but overall the kindergarten is in a much better position due to the effort and energy you have all created in your roles on the Committee of Management. The preschool community will be forever indebted to you all for your incredibly valuable contribution in 2018.

**Ann O’Gorman & Melissa McGrath**  
**4 year old educators**

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## Committee Report

The Committee of Management submits their report together with the financial report of the Gum Nut Gully Pre-School Association Incorporated for the financial year ended 31<sup>st</sup> October 2018.

### Committee Members

The following committee members were appointed at the Association's Annual General Meeting held on 13<sup>th</sup> November 2017 (or thereafter), and continued to hold office to the date of this report unless otherwise stated:

- President - Ratna Gupta
- Vice President - Stephanie Jacobs
- Treasurer - Qian (Cherry) Feng
- Secretary - Erum Atif
- Assistant Secretary - Shaaron Greaves
- Assistant Treasurer, Fees - Emma Baptist
- Enrolment Officer - Louise McFarlane
- Grants Officer - Natasha Limneos (stepped down from CoM in Sept 2018)
- Communications Officer - Melanie Franklin
- Fundraising Coordinator – Marguerite Zito
- 4-year-old Green Group Rep - Renee Tsatsis
- 4-year-old Blue Group Rep - Renae Pearson
- 3-year-old Yellow Rep - Nardia Parente

### Principal Activities

The principal activities of the Association during the financial year were the provision of a teaching establishment for preschool education, and retaining

management of Gum Nut Gully as a patent run kindergarten by securing it financially.

### Significant Changes

The outgoing 2017 Committee of Management introduced Maintenance levy of \$25/child per term for 2018. The money raised from the levy was spent on the upkeep of kinder by employing a gardener and handy man on hourly basis.

### Operating Result

The total net profit for the year ended 31 October 2018 was \$161,163.36, including surplus from ordinary activities of \$67,375.70 and Provision for LSL & SL of \$93,787.66.

### State of Affairs

In 2018, Gum Nut Gully Preschool ran at full capacity of 44 children total for Two 4-year-old groups. One 3-year-old group ran with 22 children in term 1 & 4, and 21 children in term 2 & 3.

In the opinion of the committee, there were no other significant changes in the state of affairs of the association that occurred during the financial year under review not otherwise disclosed in this report or the financial report.

### Events Subsequent to Balance Date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the committee, to affect significantly the operations of the association, the results of those operations, or the state of affairs of the association in subsequent financial years.

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## Likely Developments

It is not foreseen that the association will undertake any change in its general direction during the forthcoming financial year. The association will continue to pursue its financial trading activities as detailed earlier in the report to produce the most beneficial result for members.

## Indemnifying Officer

The association has not, during or since the financial year, in respect of any person who is or has been an officer of the association or body corporate:

- Indemnified or made any relevant agreement for indemnifying against a liability, including costs and expenses in successfully defending legal proceedings; or

- Paid or agreed to pay a premium in respect of a contracted insuring against a liability for the costs or expenses to defend legal proceedings.

Signed at Doncaster East on 17<sup>th</sup> November 2018 in accordance with a resolution of the committee.



**Ratna Gupta**  
President



**Qian (Cherry) Feng**  
Treasurer

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## Treasurer's Report

I would like to thank the Committee of Management and the wonderful staff of the preschool for all their commitment and support throughout the year, in particular: President—Ratna Gupta and Assistant Treasurer –Emma Baptist with whom I have liaised closely with over the year. We did a great job and the net profit for the financial year was the highest in the past 10 years.

For the 2017/18 financial year Gum Nut Gully Preschool reported a net profit of \$161,163.36, including surplus from ordinary activities of \$67,375.70 and Provision for LSL & SL of \$93,787.66. This is mainly due to the increase of the enrolments for 4-Year-old classes. This has increased the net equity of the Preschool to \$252,947.92.

Due to the changes of reporting requirements for preschool, the Annual Information Statement must be lodged with ACNA (Australian Charities and Not-for-profits Commission). The financial statements have been reviewed by Sandra from Auditsure Accounting Services Pty Ltd under its requirements. The Independent review report showed that Gum Nut Gully has sufficient funds and assets to be able to meet all its liabilities and obligations. Copies of the reports are available for viewing.

Financial management of the preschool is a continued commitment by the committee and staff. Due to the accounting challenges in the past the committee has decided to continue outsourcing the financials to Kinder Books (a bookkeeping service for Preschools). This allows consistency in a

parent run committee, and leaves the treasurer role open to parents that don't have a wide knowledge of accounting.

Total Income for the year was \$291,972.38. Funding from the Department of Education and Training contributes 57.5% of the total income while the remaining comprised of fee income (36.2%), interest earned, and other sources making up the balance.

Total Expenditure for the year was \$233,416.58 (excluding provision for LSL & SL of \$93,787.66). The major expenses are employee salaries. Other significant expenses include Children's Program expenses, cleaning, repairs and maintenance and utilities.

The committee decided to keep 2 term deposits in Bank of Sydney, which has earned interest of \$6,841.49 during this financial year. In September 2018, the committee have decided to open a new account in Bendigo Bank which is more community friendly and has potential opportunities for sponsorship and grants. Meanwhile, \$60,000 has been put in the term deposit in Bendigo Bank. All three term deposits will mature in February 2019.

Fundraising activities and social events including our Cadbury Fundraiser, Raffle Tickets, Disco Night, Mango Drive etc. have raised \$8,819.90 this financial year. A further \$2,500 has been raised to start the new financial year from Bunnings Sausage Sizzle at the beginning of November. I'd like to acknowledge the hard work of our fundraising committee and thank all the families who have supported the various activities throughout the year.

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Given the increased net income over this financial period, I have proposed to committee that we could appropriately spend some of this money on equipment and activities for the children.

I have found my time as the Treasurer at Gum Nut Gully very rewarding particularly with meeting other parents. I wish the new incoming Committee of Management and the Kinder the very best for the future.



**Qian (Cherry) Feng**  
**Treasurer**

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# Notes to and Forming Part of the Financial Statements

## Statement of Significant Accounting Policies

This financial report is a special purpose financial report and it has been prepared in order to meet the financial reporting requirements of the Associations Incorporations Reform Act 2012. The Committee has determined that the association is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Associations Incorporations Reform Act 2012 and following the Australian Accounting Standards:

- AASB 101: Presentation of Financial Statements
- AASB 107: Statement of Cash Flows
- AASB 108 Accounting Policies, Changes in Accounting Estimates & Errors
- AASB 110 Events After The Reporting Period
- AASB 119: Employee Benefits
- AASB 1031: Materiality
- AASB 1048 Interpretation of Standards
- AASB 1054 Australian Additional Disclosures

No other applicable Accounting Standards or other authoritative pronouncements of the Australian Accounting Standards Boards have been applied.

The following is a summary of the material accounting policies adopted by the Association in preparation of this report. Unless otherwise stated, the accounting policies are consistent with the previous period.

### Basis of Measurement

The financial statements have been prepared on an accrual basis and are based on historical cost and do not take into account changing money values except where specifically stated.

### Fixed Assets

The depreciable amounts of all fixed assets over the value of \$1,000.00 are depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use. and depreciated at prime cost method.

### Income Tax

The Association has been granted tax exempt status by the Australian Taxation Office and is not required to pay tax on its earnings.

### Employee Benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts to be paid when the liability is settled, at current hours and current salary levels of the relevant staff members.

The Committee of Management have agreed that the provision for Sick Leave will

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be recorded in the accounts at 100% of the estimated amount payable for current employees only.

Under current regulations, the Association remains liable for long service leave and sick leave benefits accrued to past and present employees from 1994 to the current reporting period. Liabilities accrued before 1994 are payable from the Department of Health and Community Services.

Provision balances which are not paid to staff members on their retirement or who incur a break in service of more than three months are written back to the profit and loss.

### **Post Balance Date Events**

There were no significant post balance date events that materially affected the accuracy of this report.

### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, and with other funds being held in term deposits with the Victorian Teachers Mutual Bank.

### **Provisions**

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

### **Revenue**

Revenue is recognised in the period it relates to or when it ceases to be refundable whichever is the later.

### **Grant Income**

Grant income received, other than for specific purposes, is brought to account over the period to which the grant relates.

### **Deferred Income**

Unspent grant income received in relation to specific projects and events is not brought to account as revenue in the current year but deferred as a liability in the financial statements until spent for the purpose received.

### **Interest Revenue**

Interest revenue is recognised as it is received.

### **Donations**

Donation income is recognised when the entity obtains control over the funds which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).