

INTERIM A.C.T. SCHOOLS AUTHORITY

2/31

The Minister

FUNDING FOR NARRABUNDAH PRE-SCHOOL, ANEMBO STREET. 1977/78.

A grant of \$2,000 is being sought for the Narrabundah Pre-School Anembo Street, in the 1977/78 financial year.

The Pre-School is based in a disadvantaged housing area, and its enrolments are migrant and other children of socio/economically deprived backgrounds.

At the present time the pre-school is provided with no additional financial support to that provided to other pre-schools. The Pre-School Parent Association is responsible for the provision of all educational equipment, cleaning, fruit and insurance costs.

Recommendation

It is requested that a grant of \$2,000 be made available to the Narrabundah Pre-School, Anembo Street.

\$1,000 would be made available for a cleaning subsidy

\$1,000 would be made available for educational resource materials.

INTERIM A.C.T. SCHOOLS AUTHORITY

MRS MURRAY

FUNDING FOR NARRABUNDAH PRE-SCHOOL

I realise the amount of \$2,000 sought for additional cleaning and equipment is not a large amount. From the Minister's chair, however, some questions may need answering.

1. Does the reduced number of enrolments suggest a lack of interest and support in the suburb. If so what would additional funds do to remedy the situation?
2. Would not the \$1,000 cleaning subsidy to Narrabundah make it the most expensive cleaning project amongst our pre-schools?
3. Is it a sound principle to bolster income from reluctant parents by government grants? Would we not find other pre-schools seeking similar treatment?
4. Could we not bolster the enrolments by additional 4 year olds from other areas, thereby increasing the paying customers?

Please don't think I am opposed to the submission but since these questions have sprung to my mind I believe they would also occur to Treasury officials and others. Graham Lamour must have a strong case when we go seeking additional funds. Can you help?


P THOMPSON

23 November, 1976

INTERIM A.C.T. SCHOOLS AUTHORITY

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MR THOMPSON

FUNDING FOR NARRABUNDAH PRE-SCHOOL, ANEMBO STREET, 1977/78

The submission which has been prepared by Mrs Caldwell, Field Consultant for Narrabundah Pre-School, is a realistic one.

The difficulties experienced by the pre-school are outlined comprehensively, the special needs are well defined, and the areas of disadvantage are explicit.

It is requested that the request be accepted, and that approval for funding is sought from the Minister.

Anne Murray

ANNE MURRAY
PRE-SCHOOL OFFICER

9/11

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PREAMBLE

Narrabundah Pre-School is a double unit centre situated in a pre-fabricated, low rent housing area - houses allocated to many families in distress. Children enrolled in the Pre-School come from homes where there is social and emotional deprivation, cultural variants (at present $\frac{1}{2}$ of enrolments are non-English speaking) and from one parent families supported through social services, and low income earners. The Pre-School also caters for children from the Long Stay Caravan Park and Southside Caravan Park - many of these families being itinerant. It is also relevant to state that population in the pre-fabricated area can at times fluctuate with movement of families to new housing.

Children from the above environments have language and behavioural problems, lack early stimulation and activation toward learning, poor self concepts, some under-nourished and neglected - all children certainly with special needs.

ENROLMENTS - FINANCIAL SITUATION

Because of the special needs of the children this Pre-School offers enrolment for only 80 children, compared to other double units with 120 enrolled. Four sessions per 40 children is provided. The enrolment figures thus reduces the number of families providing the financial income for the running of the Pre-School. There are cases where no fees have been paid during the child's attendance and others who may not have paid for one or two terms.

Figures showing break down in fee non-payments

1974 - 44

1975 - 51

1976 - 17 (to end of Term II)

Fees for 1972, 1973, 1974 were \$8 and \$5 (at this time sessions were for five mornings and three afternoons). In 1975 an increase in fees was made - \$10 and \$7, with an equalising of sessions for the two groups of children in 1976 fees increased to \$11 for each group.

Increases certainly have to be restricted to a minimum because because of financial difficulties faced by the families. The fees

remain well below those charged in the A.C.T. Pre-Schools. Any attempt to compete with other areas would certainly only increase the non-payment rate.

The Pre-School has been functioning for twenty-five years and for many of these financial problems have been experienced. Lack of funds has reduced the opportunities for replenishment and replacement of equipment so important in the Education process of the children. Income from fees are covering only general running costs - these are as listed:

- cleaners fees
- cleaning equipment eg. polish, detergents, brooms, mops, Ajax, dishclothes, electric floor polisher.
- Kleenex, toilet paper, soap.
- fruit for children
- Insurance.
- affiliation fees to Canberra Pre-School Society
- Petty Cash for Teacher in Charge, Treasurer and Secretary
- Canberra Parent Bulletins for parents
- Parent Newsheets
- stationery
- library book repair materials
- Cornflour - bulk - for craft activities

CURRENT FUNDING

Extra monies needed for equipment must be raised by the Parent Association through fund raising activities. Many requests over the years, by teachers, for equipment have been rejected due to lack of funds. Parent involvement is restricted, generally, to Executive Members, numbering eleven, and only spasmodic support is forthcoming. For this reason it is necessary to keep fund raising at a minimum - thus reducing pressures on parents and using their support when available for their participation in the Pre-School programme and for roster help. We realise the values of fund raising activities for their social implications and the developing of responsible attitudes of parents toward, and interest in, the education of their children. For these reasons certainly, some efforts have been, and are being carried out in this fund raising area, in an attempt to supplement funds. However the problems faced by staff in initiating money-raising functions are great and the financial burdens of parents, home pressures, migrant families (little involvement is forthcoming) reduce participation.

We must now seek support to maintain this Pre-School - one we could nominate as being in the disadvantaged school category.

PROBLEM AREAS

1. CLEANING

One major problem is the employment and maintaining of a cleaner, money available for the payment of a weekly cleaner is minimal for the quantity of cleaning necessary. The hiring of contract cleaners are out of the range of this Parent Association, so the cleaner is generally a parent from the local area and at present a migrant woman. This is a double unit requiring heavy cleaning duties and the fact that the Association can only budget for \$15 (this is under the award wage for five hours work) toward the weekly cleaning makes it difficult to maintain consistent employment and obtain quality standards of services. The Pre-School building being very old and in an area which is extremely dusty really requires a twice weekly clean to achieve the desirable standard. Comparison can be made to the double unit Pre-Schools who often employ contract cleaners and in some cases are cleaned twice weekly.

Examples:

Charnwood - \$25 weekly - Contract cleaner providing own cleaning materials and equipment.

Aranda - \$122 month - Contract cleaner providing own materials and equipment.

Flynn - \$100 month once weekly - Parent Association providing own materials and equipment.

Mt. Neighbour - \$25 weekly - Contract cleaner providing own materials and equipment.

All these double units are new buildings with some carpeted areas. Narrabundah are at present paying \$15 for once week cleaning and the Parent Association providing all cleaning materials and equipment.

2. EQUIPMENT

The other problem area is the replacement and replenishment of educational resources for use in the Educational Process of the children. Being an older Pre-School there is constant need for

2625-

replacement of equipment and for provision of up-to-date materials. There has been a steady increase of non-English speaking children and the resource material and aids in the Pre-School are far from adequate.

In order to develop the basic communicative and social skills and provide informational inputs necessary for individual children to attain their learning potential, a list of some equipment that would be vital for purchase to assist the children is attached.

RECOMMENDATIONS

The funding we seek is \$1,000 toward cleaning of Pre-School and \$1,000 for equipment purchase.

It is requested that consideration be given to this submission so the Pre-School can continue to be a viable learning situation for the children in this Narrabundah area.

Prepared for the Narrabundah Pre-School, Anembo Street, Parent Association by B. Caldwell.

ATTACHMENTS

1. Statements of Income and Expenditure 1972, 1973, 1974, 1975 and 1976 to end of term II.
2. Recommended list of equipment for purchase.

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75/719

DEPARTMENT OF EDUCATION

Attention : Mrs Murray *Am*
Mr Hood

During 1973 I made several advisory visits to Kootara Crescent Pre-School, Narrabundah. While on these visits I observed a large number of children in need of extra and special attention.

Kootara Crescent Pre-School caters for several children from socially and economically disadvantaged homes. There are also 14 children from migrant homes who are adapting to a new cultural and language situation. Some of the children attending Kootara Crescent are emotionally disturbed.

In view of these problems facing the school, I would be most grateful if your urgent consideration could be given to the following suggestion.

" That a mature and experienced teacher be appointed to Kootara Crescent Pre-School in a part time capacity".

This person would need to work very closely with the staff of this school, the pre-school office, regional welfare officers and the parents of these children. The program would need to be an enrichment program emphasising language stimulation and individual needs of each child.

In a recent letter to this department Mrs. Caldwell, the teacher-in-charge requested a further assistant teacher. (Copy of letter enclosed) However, I feel that this would only extenuate the existing problem since Mrs. Caldwell is already involved in administrative duties and her teaching duties, and therefore cannot effectively be the specialist teacher in this school at the same time.

I should like to recommend that the specialist teacher be appointed for six sessions per week. Five of these would need to be "Contact sessions" where she would be involved with the children and one where evaluation reports and home visits can be carried out.

30 November, 1973

Yvonne Winer
.....
(Yvonne Winer)

Mr. Hood, I agree with this request. Kootara Cres. has an enrolment of 79 children. There are 2 teachers and 3 assistants employed, and whilst programs are specifically designed for the children in the school, considerably more need exists for individual planning and language work; guidance for parents. Am 30/11
Doc. have located.

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MRS MURRAY.

As I understand this request, it is for an additional teacher because of the special nature of the work to be done at this school. This must be made clear so that other pre-schools do not have the impression that they can have a similar service.

You have explained to me that this teacher will be employed as one of the casuals and therefore will be paid from our vote for that purpose.

Agreement to the use of the additional teacher is given.

7 December 1973


(D.W. Hood)

The executive of the Narrabundah Pre-School Kootara Crescent Parent Association present the Annual Report for the year ending March 1975.

Office Bearers during the year were:-

- | | |
|-----------------------|--|
| President | Mrs. Bruce |
| 1st Vice-President | Mrs. Bilow |
| 2nd Vice-President | Mrs. Barclay |
| Secretary | Mrs. Hebditch |
| Assistant Secretary | Mrs. Percival |
| Treasurer | Mrs. Howell |
| Assistant Treasurer | Mrs. Arthur |
| Committee Members | Mrs. Leitch, Mrs. Smith,
Mrs. Gee and Mrs. Cringle. |
| C.P.S. Representative | Mrs. Williams. |

1975 STAFF

Mrs. Caldwell has been appointed to the position of Field Consultant for southern areas, providing consultative and advisory service to Pre-Schools in this area. She will accept responsibility as teacher-in-charge of Narrabundah Pre-School Kootara Crescent. Two trained teachers, Mrs. Clinch and Miss Knight will support Mrs. Caldwell and three assistants, Mrs. Pender, Miss Creal and Mrs. ^{Sklar} Blake complete the staff allocation for 1975.

Mrs. Harvay who was teaching at the Pre-School in 1974 has left and Mrs. Bicknell assistant at the centre for several years has been transferred to Fairburn Pre-School.

ENROLMENTS.

There are at present 76 children enrolled. 40 in A Group and 36 in B Group. Four positions in B Group have been left vacant in anticipation of late 4 year old enrolments.

Applications for enrolments on the waiting list are increasing, due to parents encouraging other parents in the advantage of Pre-School education for their children.

HEALTH

There was the usual run of illnesses with a large number of absences during the winter months, but there were no unusual illnesses reported.

PARENT ACTIVITIES. FUND RAISING.

Our committee this year has had a very frustrating year due to lack of interest by many parents, our committee meetings being very poorly attended, so poorly in fact that one meeting had to be postponed as there were insufficient mothers present to form a quorum.

I would like to point out that without parent involvement it makes it very difficult for our committee to work effectively.

Our first meeting for 1975 was a welcome to new mothers and we were very happy to see so many new faces, our hope is that this year even more mothers will come forward to assist. During 1974 our lack of funds seriously affected our plans to replace worn, or buy new equipment.

Our fund raising activities throughout the year consisted of cake stalls, raffles, a meat demonstration and the sale of library bags.

(2)

Because of the problem of finance, the committee voted in favour of raising the fees by \$2 per term, which compared to the other pre-schools is still very reasonable. The committee also decided to change the starting times for both A and B Group in term II and the new times, after a trial period, were accepted all round.

CHILDRENS ACTIVITIES.

The aims of this Pre-School, where many children are in special need, are

1. Teaching each child to find out about himself - to take a pride in his own achievements and to find his own modes of self-expression.
2. To improve his attitudes to the outside world, to school and to the learning situation as a whole.
3. To give intellectual stimulation and sensory stimulation with verbal expression in all areas of experience.

To achieve their aims the children paid informal excursions to the shops and surrounding parklands and visits to the Infants school.

There was emphasis on understanding the world around, by developing the concept of size, volume and weight, of family, seasons, growth and weather changes and the basic concepts of colour and its relationship to the environment, as seen in food, seasonal changes and the objects of everyday life.

Throughout the year, the growth of independence, knowledge and understanding in the children was reflected in their co-operative play, their developing skills and in their painting and craft work, as shown by their use of different painting methods and mediums, varied colour combinations and great imagination and skill in creating collage and in cutting-and-pasting.

An emphasis was also placed on the development of language, story telling was made more impressive by dramatising the story with the children actively participating such as cooking etc.

While the child learned to get along with his neighbour and grow as an individual, he was also growing out of minor behavioural problems as well.

The culmination of the years activities was for A Group a delightful morning at Weston Park complete with barbequed sausages, drinks and cake. B Group had their Christmas party in the pre-school grounds in the afternoon.

A family night was held on 9th December where the children gave their parents the gifts they had made. This family night gave many parents the opportunity to see the range of work their children had accomplished throughout the year.

SCHOOL IMPROVEMENTS.

Our thanks go to the Department for some long sought after improvements which were carried out through the year.

The Pre-School was re-painted, a new office was constructed and the venetian blinds were replaced throughout the centre. Both childrens toilets were updated with the removal of the cement blocks

and covering placed on the floors.

A very interesting climbing unit was installed in the playground.

Correspondence to the Department through the year, consisted of a request for assistance with the cleaning of the Pre-School, which at the moment is a financial burden.

A request for neon lighting throughout the centre, a re-positioning of the patio partition.

We are also hoping our request for an extension of the play area, with a door leading to the back lawn area, will be favourably considered.

Repeated requests for updating and re-surfacing the Pre-School entrance from 19th Street have not as yet come to anything.

MIGRANT PROGRAMME.

An innovatory programme, migrant Mother and child group, commenced at the Pre-School in 1974. The first group was held on a Monday afternoon - providing English lessons for Mothers of mixed nationalities, and the children participation in free activity, opportunities for socialisation, English language acquisition and development of communication ability. An additional Wednesday morning group was found necessary as interest increased. More migrant families were being discovered in the community who were in need of help. Many mothers have gained confidence and independence in an Australian community through their acquisition of English language. They have also become familiar with their children's education through observation and discussion. These programmes have continued in 1975 in co-operation with the Primary school - Mrs. Taenza still providing English classes for the mothers and the Pre-School Teachers and Assistants providing learning experience for their children.

Amongst the migrant population in Narrabundah increased interest and awareness of the values of Pre-School Education for their children has developed as a result of these programmes. Local, interstate and overseas visitors were welcomed to our Pre-School to observe the migrant programme and discuss with teachers its effectiveness and value.

From the commencement of 1975 Miss K. Lawless, Itinerant Pre-School Migrant teacher spends one day a week at the Pre-School, providing individual and small group language experiences for children.

LIASION PRE-SCHOOL AND PRIMARY SCHOOL.

During 1974 effective liaison work with the Narrabundah Primary School was developed. Opportunities were provided for Junior Primary classes and teachers to visit the Pre-School and participate in activities and observation. 1975 has been further development in this field. A regular interchange of kindergarten and Pre-School groups occurs every Wednesday morning. Also every Friday afternoon the same kindergarten group uses the outdoor equipment and facilities for development of gross motor skills and socialisation.

The values are many fold. This liaison work is a further step

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(4)

to facilitate progression for children from Pre-School to Primary, and for teachers to familiarise themselves with both areas of education (Pre-School and Primary), and for the Community as a whole to view Pre-School Education as the first stage of a continuing education process.

HEALTH CENTRE.

1974 saw the establishment of the Interim Narrabundah Health Centre. Teachers and parents of the Pre-School joined with members of community organisations to form committees to look into the overall needs of the community. Areas of discussion related to topics such as day care and occasional care centres, uses of old infants' school building, after school activities for school children and teenagers drop in coffee centre, care for the aged, discussion groups for mothers and plans for the new Health Centre Building.

1975, already, promises to be progressive - many projects are being planned which will involve Pre-School and the community.

VISITORS FOR 1974.

Throughout the year there have been visits to the Pre-School from representatives of the education clinic, a lecturer from CCAE, a student teacher, sixth form students and an authority on Open Space Learning.

We wish to thank the Pre-School advisers, teachers and assistants for their advice, patience and time given to help us through the year with the running of the Pre-School.

To the parents Thank You for your help and generosity in our fund raising activities.

Finally we wish the incoming committee a happy and financial year ahead.

P. Bruce,
President.

NARRABUNDAH.

KOOTARA CRESCENT PRE-SCHOOL CENTRE

STATEMENT OF INCOME & EXPENDITURE FOR 1974.

INCOME

Opening Balance 1/3/74		\$367.43
Fees	\$1,066.49	
Raffles and Stalls	290.04	
Library Money	32.96	
Jaycee Diaries	27.00	
Donation	22.00	
Miscellaneous	1.50	
Interest	7.94	1,447.93
		<hr/>
		\$1,815.36

EXPENDITURE.

Cleaning	\$654.69	
Fruit	327.07	
Books & Equipment	146.66	
Insurance	63.21	
Stationery	14.41	
Petty Cash	90.00	
Jaycee Diaries	30.00	
Australian Pre-School Association - newsheet	50.40	
Canberra Parents Bulletin	32.60	
Canberra Pre-School Society -		
Affiliation fees	30.00	
Advertising	1.56	
Reimbursements to members for		
sundry expenses	28.37	\$1,468.97
		<hr/>
Cash on hand - Donation		22.00
ADD Cash balance at bank 1/3/75		324.39
		<hr/>
		\$1815 .36

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Hon. Treasurer. Date.

AUDITORS REPORT.

I have examined the books and records of the KOOTARA CRESCENT PRE-SCHOOL for the year ended 28th February, 1975 (1974 year) and have satisfied myself that the above statements give a true and fair account of the financial transactions of the Pre-School for that period.

I notice that (1) Delays have occurred between the receipt and banking of money and I suggest that the Treasurer should try to avoid this, and

(2) Receipts are not issued for all items of income and I ask that all money received be recorded by means of a receipt and then included in the banking on the next available banking day.

Signed: G.F..Waight
 G.F. WAIGHT, A.A.S.A.
 (Senior).

Date . . 13/3/75.

Attention : Mrs Murray
Mr Hood

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In view of these problems facing the school, I would be most grateful if your urgent consideration could be given to the following suggestion.

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This person would need to work very closely with the staff of this school, the pre-school office, regional welfare officers and the parents of these children. The program would need to be an enrichment program emphasising language stimulation and individual needs of each child.

In a recent letter to this department Mrs. Caldwell, the teacher-in-charge requested a further assistant teacher. (Copy of letter enclosed) However, I feel that this would only extenuate the existing problem since Mrs. Caldwell is already involved in administrative duties and her teaching duties, and therefore cannot effectively be the specialist teacher in this school at the same time.

I should like to recommend that the specialist teacher be appointed for six sessions per week. Five of these would need to be "Contact sessions" where she would be involved with the children and one where evaluation reports and home visits can be carried out.

30 November, 1973

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(Yvonne Winer)

COMMITTEE OFFICE BEARERS

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PRE-SCHOOL: Narrabundah

MEETING DATE: Mon. 12th Mar.

1973

TIME: 1.30 pm

PRESIDENT: Mrs. C. Houston, 6 Eight St., Narrabundah.

SECRETARY: Mrs. R. Pearce, 46 Devonport St., Lyons Phone 81-6859

1st VICE PRESIDENT: Mrs. C. Burke, 4 Third St., Narrabundah.

2nd VICE PRESIDENT: Mrs. J. Bain, 11 Adelthan St., Fisher Phone 88-1791

TREASURER: Mrs. A. Collaery, 5 Brockman St., Narrabundah.

ASSISTANT TREASURER: Mrs. P. Bruce, 6 Boreena St., Narrabundah.

ASSISTANT SECRETARY: Mrs. B. Price, 26 Boolimba Crescent Narrabundah.

COMMITTEE: Mrs. D. Leitch, 57 Tallara Parkway, Narrabundah Phone 95-7342

Mrs. A. Meerkotter, Southside Caravan Park, Fyshwick

Mrs. J. Gee, 51 Tallara Parkway, Narrabundah.

Mrs. R. Cringle, 12 Nineth St., Narrabundah.

C.P.S. REPRESENTATIVES:

Mrs. A. McNicol, 12 Colbeck St., Mawson Phone 86-3226

Mrs. M. Thewlis, 7 Harpur St., Garran, Phone 81-5263

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Monthly meetings of parents is held on the second Monday of the month at 1.30 pm.

KEY HOLDERS

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PRE-SCHOOL: Narrabundah

MEETING DATE: Mon. 12th Mar.
1973

TIME: 1.30 pm

PRESIDENT: Mrs. Colleen Houston, 6 Eight St., Narrabundah.

SECRETARY: Mrs. Rosslyn Pearce, 46 Devonport st., Lyons. Phone 81-6859

HEAD TEACHER: Mrs. Cauldwell, 11 Fitzroy St., Forrest. Phone 73-1460

ASSISTANT TEACHER: Miss Ball, Havelock House, Northbourne Ave,
CANBERRA

ASSISTANTS: Miss Oreal, 65 Darwinia Tce., Rivett Phone 88-2969

Mrs. Fender, 2 Whitham Place, Pearce. Phone 862048

Mrs. Bicknell, 13 Bage St., Mawson

CLEANER: Mr. Corey, 63 Malina St., Narrabundah. Phone 95-6692

NARRABUNDAH PRE-SCHOOL KOOTARA CRESCENT PARENT ASSOCIATION
ANNUAL REPORT FOR THE YEAR ENDED MARCH 1973.

The Executive of the Narrabundah Pre-School Kootara Crescent Parent Association present the Annual Report for the year ended March 1973.

Office bearers during the year were:

President	Mrs. Kirzel
Vice-Presidents	Mrs. Dostal, Mrs. Johnson
Secretary	Mrs. Blank (replaced Mrs. Vancornwall)
Asst. Secretary	Mrs. Sheils
Treasurer	Mrs. Bruce
Asst. Treasurer	Mrs. Collaery
Committee Members	Mrs. Mulaoh, Mrs. Holditch, Mrs. Sirola, Mrs. Geo.
G.P.S. Representatives	Mrs. Blank Mrs. Powell

The staff at present are:

Teacher-in-charge	Mrs. Caldwell
Teacher	Miss Ball
Assistants	Mrs. Bicknell, Mrs. Pender, Miss Creal

Miss Constantine, the teacher in 1972, was transferred this year to Bamister Gardens, and Mrs. Abbott, an assistant, was transferred to Deakan Strickland Crescent. We were sorry to lose them, but welcome in their place Miss Ball, a teacher from Darwin, and Miss Creal, from Narrabundah Johnson Street.

ENROLMENT

There are at present 81 children enrolled, 41 in A Group and 40 in B Group. Of these, 68 are from the home area, 12 from outer areas, and one in special placement.

HEALTH

The usual children's ailments reached a peak during the winter of 1972, but there were no unusual illnesses.

PARENT ACTIVITIES AND FUND RAISING

Attendance at monthly meetings in 1972 averaged 24, but at the first meeting of 1973, 37 mothers attended. This interest has been reflected in excellent roster attendance this year, and a general willingness over the past 12 months to give time and energy to building up the Pre-School. In that time, the children's library has been greatly improved and expanded, and a library for parents has been established. New furniture has included mobile library display shelves, 2 large picture boards, a musical instrument case, 2 painting easels, a step ladder and 4 wooden play ladders. Parents have donated such items as a large fish tank, a radiogram, and their skills in carpentry and repairs. Some new manipulative equipment, painting aprons, throwovers for oranges and several musical instruments are among the smaller items bought or replaced this year.

The money to cover such expenditure has come mainly from fees, aided by a raffle held early in 1972, and by the sale of library bags made by the mothers. These library bags have also proven

successful in encouraging more children to use the library. A second raffle in third term raised sufficient money to buy Christmas gifts for the children and provide drinks etc. at the Christmas party.

A major effort this year was the taking of a full inventory of all furniture and equipment in the Pre-School, and then valuing all items for insurance purposes. The result was that our insurance cover was increased to meet the suggested level as recommended by the insurance company, and we are now carrying the average amount of insurance for a double unit pre-school.

Certain changes to our Constitution were made necessary by changes in the names of Pre-Schools and the Department of Education; further amendments were considered necessary by the Parent Association, and the Constitution was therefore updated on March 12 1973, at a Special General Meeting.

CHILDREN'S ACTIVITIES

One of the main aims of Pre-School education is to develop in the child responsible independence. Informal excursions to visit a child's household pets, to demonstrate road safety rules, to discover and watch the progress of seasonal changes all helped achieve this aim. There was emphasis on understanding the world around, by developing the concepts of size, volume and weight, of family, seasons, growth and weather changes, and the basic concept of colour and its relation to the environment as seen in food, seasonal changes, and the objects of everyday life. Through the year, the growth of independence, knowledge and understanding in the children was reflected in their co-operative play, their developing social skills, and in their painting and craft work as shown by their use of different painting methods and mediums, varied colour combinations, and great imagination and skill in creating collages and in cutting-and-pasting. And while the child learned to get along with his neighbour and grow as an individual, he was also growing out of his behaviour problems as well.

The culmination of the children's activities was the Christmas Activity Day. All the tree decorations were made by the children, as well as small gifts for their parents. The children entertained their parents mainly by music and rhythm, and dramatisation of the simple Nativity story. An additional Christmas event was the opening of the Pre-School to parents and interested friends from 5.30 to 6.30 p.m. on the last Monday of term; this allowed working parents the opportunity of seeing the children's Christmas display and a selection of completed craft work and the raw materials from which it had been created.

INTERACTION WITH OTHER ORGANISATIONS

In July, there was an unusual opportunity for the children to demonstrate their skill in Dalroze Rhythmics. This is best described as movement through music, where the children use their bodies to express rhythm and feeling in time with different kinds of music. While all children attending our Pre-School learn this in the course of the year, a smaller group was chosen to perform before an audience of teachers and other interested people. The experience of public performance was invaluable in developing in this group a strong sense of discipline and individual rhythm. Although the petrol strike prevented the planned demonstration, Miss Heather Gell (one of the organisers) later made a special

trip from Sydney to speak to the children and watch them perform.

Liaison with the Infant Primary School began well with teachers meeting from both schools to discuss 1972 achievements and to take the opportunity to pass on information about the work being done by each in order to smooth the transition for children from Pre-School to Primary School, e.g. children who were to attend primary school in 1973 were taken to see other children actually working in the primary school.

Communications with the Department of Education and Science (now the Department of Education) have resulted in the painting of the entire Pre-School, the expansion of the parking area, and the commission of improvements to the Pre-School which should be begun early this term. One of the most important is the installation of a 'man-proof' fence, in an attempt to minimise the number of break-ins and consequent damage to Pre-School property.

We have had many visitors during the year from a variety of organisations. The Police Department and the Forrest Fire Station sent representatives to visit the children and explain road safety and fire drill. Social workers from the Child and Family Guidance Clinic, students from the College of Advanced Education and Dr. Prof. Seagrin from the A.N.U. have all observed the children in their normal activities. Other visitors included Mr. Curry (Inspector of Music), Miss Keik (teacher of the deaf), a speech therapist, and of course several visits by Pre-School Officers.

We wish to thank all the organisations involved for their assistance during the year, and also Mr. Arthur who has willingly created new storage and repaired old equipment for us throughout 1972, and Mr. Sinclair who has repaired all the tricycles.

To the teachers and assistants, our grateful thanks for the hours of time given us as we struggled through the intricacies of running a Pre-School. And to all parents, our thanks for your support that has allowed the Executive to achieve most of its aims for the year. We hope that the incoming Executive can look forward to a happy and successful term of office.

P. Mirzel
President

68/3399 (L.H.)
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COMMITTEE OFFICE BEARERS.

CENTRE Kootara Cresc. Narrabund
MEETING NIGHT Monday 5.4.1971
TIME 7.30 p.m.

POSITION President
NAME Mrs. Jeffery,
ADDRESS 160 Captain Cook Cresc.
Narrabundah.
PHONE 959791

POSITION Secretary
NAME Mrs. Powell
ADDRESS 8 Boolimba Cresc.
Narrabundah.

POSITION Vice-President (1)
NAME Mrs. Hersall

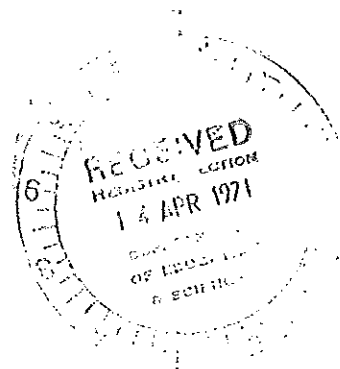
POSITION Treasurer
NAME Mr. M. Harry
ADDRESS 290 Goyder St.
Narrabundah.
PHONE 950806

POSITION Vice-President (2)
NAME Mrs. Lovell

POSITION Asst. Treasurer
NAME Mrs. M. Harry
ADDRESS 290 Goyder St.
Narrabundah.
PHONE 950806

PERSONS HOLDING KEYS TO CENTRE.

NAME Mrs. A. Powell
ADDRESS 8 Boolimba Cresc.
Narrabundah.
PHONE
POSITION Secretary.



ANNUAL REPORT FOR THE YEAR ENDED MARCH 1971

KOOTARA CRESCENT PRE-SCHOOL CENTRE

The Executive Committee of the Kootara Crescent Pre-School Centre present the Annual Report for the year ending March, 1971.

Office bearers during the past year have been:-

- President.....Mrs. Jeffries
- Secretary.....Mrs. Brown
- Treasurer.....Mr. Harry
- Assistant Treasurer.....Mrs. Harry

Mrs. Tisell held the position of President till November, 1970 and resigned Mrs. Jeffries was nominated and took the position in February, 1971. C.P.S. representatives Mrs. Harry and Mrs. Brown.

The staff at present are:-

- Teacher-in-charge....Miss Fowler
- Teacher.....Miss Laffin
- Assistants.....Mrs. Dibb
- Mrs. Hessian
- Mrs. Bicknell

During the year we were sorry to lose Mrs. Kaye and Miss Boyle --both have been transferred and Miss Carter who resigned.

ENROLMENT

There are at present 73 children enrolled - 10 of these are from Causeway Pre-School due to the Causeway Centre being damaged by fire. A new system has been introduced - Group A attending 5 mornings per week and Group B 3 afternoons per week.

HEALTH

There were the normal childrens ailments during the year.

PARENT ACTIVITIES AND FUND RAISING

The interest of parents in the Pre-school and attendance at meetings is very poor. In march an "Open Day" was held to familiarise "old" and "new" parents of the activities of their child in Pre-School and to meet new staff members and was well attended. A book display was held in May. Four cake stalls were held during 1st and 2nd Terms and a variety of items raffled which included the following:- a jumper, sugar & cream set, doll cake, babys layette and a hamper. During the month of October a successful fete was held. Each month some form of fund raising was carried out, this was essential due to a low bank balance at the beginning of the year, rejection of the committees advice on the raising of fees and non payment of fees There are still outstanding fees despite every effort made by the treasurer to recover them. Our thanks go to the Treasurer for his

part in this matter.

EQUIPMENT

Sun hats, plastic apron, symbols for the childrens bathroom, out door blocks, a fold-up bed, books and various equipment stolen from the Centre during May was replaced by the Insurance Company.

CHILDRENS ACTIVITIES

Where possible childrens activities are associated with local events and topics or activities which develop spontaneously from their own interests. During the year they visited the Airport, railway station a small excursion to the park and shopping centre - a source of observation and general information, a visit to the animals at the circus, viewing birds at Mrs. Kirks home and the fire station.

CHRISTMAS ACTIVITIES

A christmas party was held for each group. Each party was kept as simple as possible. The children made gifts for their parents and a small book was purchased for each child.

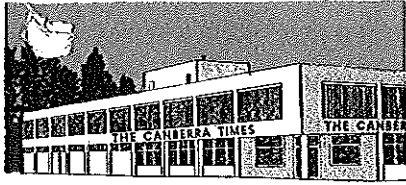
We would like to say "thank you" to all parents and to the teachers for their support during the past year and wish the new committee a happy and successful term of office.

PRESIDENT

H M Jeffrey

KOOTARA CRESCENT PRE SCHOOL CENTRE
STATEMENT OF RECEIPTS AND PAYMENTS FOR
THE YEAR ENDED 28th FEBRUARY, 1971

Balance:-	Commonwealth Trading Bank 28.2.70	86.85	
	Cash on hand (petty cash)	5.00	91.85
Receipts:-	Fees	1230.52	
	Bank interest	5.09	
	Insurance claim	25.36	
	Other income	340.99	1601.96
			1693.81
Payments:-	Audit fee	6.30	
	Advertising	5.60	
	Christmas Party Expenses and gifts	28.43	
	Cleaning	474.62	
	Equipment and toys	253.54	
	Fruit	204.60	
	Insurance	16.41	
	Parents Bulletin and Newsletter	59.40	
	Printing, Stationery and Stamps	2.70	
	Petty cash items	135.99	
	Repairs and Maintenance	18.20	
	Library	40.16	
	C.P.S. Affiliation	20.00	
	Fete expenses	41.54	
	Stamp duty	10.00	
	Sundry expenses	10.18	1327.67
Balance:-	Commonwealth Trading Bank 28.2.71	363.14	
	Cash on hand (petty cash)	3.00	366.14



THE CANBERRA TIMES

THE NEWSPAPER OF THE AUSTRALIAN CAPITAL

18 MORT STREET
CANBERRA CITY, A.C.T.

THE FEDERAL CAPITAL PRESS OF AUST.
PTY LTD
P.O. BOX 218
CANBERRA CITY, A.C.T., 2601
TELEPHONE CANBERRA 480066

The Department of Education and Science,
Labour and National Service Building,
Phillip Offices,
PHILLIP A.C.T. 2606

Voters' Voice,
24 February.

Attention: Mr Webster

Dear Sir,

X
With reference to our previous telephone conversation concerning the access to Narrabandah pre-school, here are the details, together with an approximate map:

Mothers of children attending the pre-school feel that paths should be put in along both sides of the access road where there is ~~to~~ long grass, and often puddles. Where it is wet, the children walk in the road.

They also say that this length of road can only be used by one car at a time and this means many mothers park at the top of it and walk down, which creates further traffic hazards.

Would you please comment on these points? X

Yours sincerely,

Judy Cannon

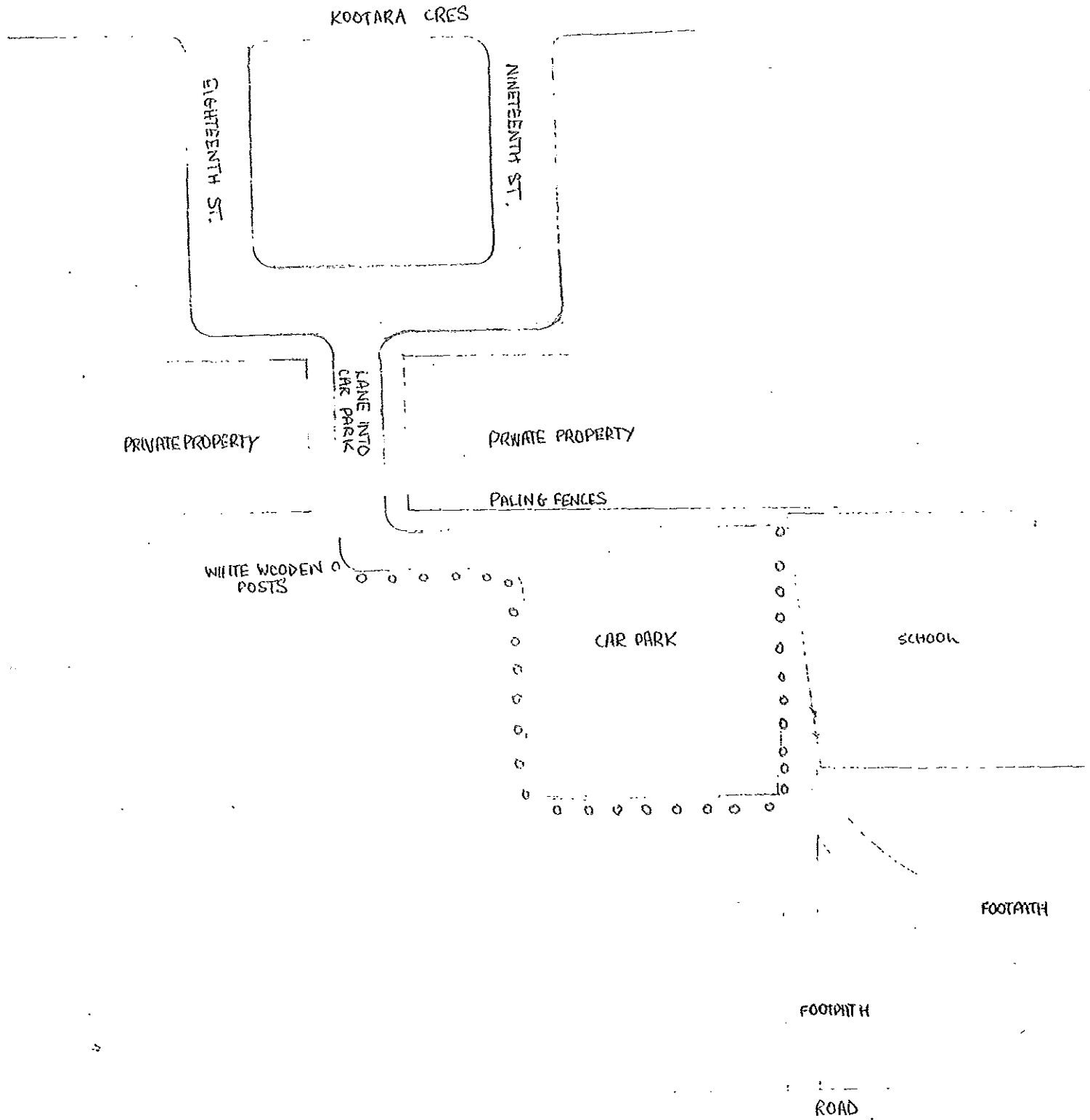
Judy Cannon (Mrs)

Mr Money, please ask.

*① Mr. Lockett
As the matter relates to pre-school conflict N.N.W. by M. Hope
B.D. They also feel the approach to the access road is "blind".*

Miss Jackson

*Could you please
① put this on the approach file
② acknowledge - I will write to you again etc etc
③ mark file to Mr. Lockett asap* 26/2/71



{ Rang 8:55 - no answer.
 " 9:15 - "
 " 9:30 - Advised Mr Webster or Foskett be contacted
 Et. 17-2-71

Canberra Times - Voters Voice

Judy Cannon - 480066 - ext. 252.
 Contact to-day between
3-4 pm.

Koostana Cms.

A Karamundda parent has contacted
 Voters Voice with complaints re
 entrance to Koostana Cms. He school -
 The parent says it is most
 dangerous, and unsatisfactory -
 sticks, pot holes, high grass etc -

Miss Edmonds suggested seeing Bill Daniels -
 he said - That Dept could look at
 entrance - fill in pot holes - or ask
 Parks & gardens to cut grass - any
 major repairs not possible =
 Also thinks Voters Voice must put
 complaint in writing -
 Will verify - and let know.

Edms.

11.15 AM

11:20. Bill Daniels says
 Voters Voice must contact

16/2/71

Mr Webster or 7033 Foskett 7002.

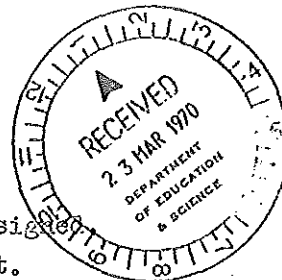
Assistant Secretary regarding this + similar complaints.

KOOTARA CRESCENT PRE-SCHOOL CENTRE.

The Executive Committee of the Kootara Crescent Pre-school Centre present the annual report for the year ending March 1970.

Officer Bearers during the past year have been.

President, Mrs. Robinson.
Secretary, Mrs. Luttrell.
Asst Secretary, Mrs. Brown.
Treasurer, Mr. O'Conner.



Mrs Fennel held the position of President till May and resigned.

Mrs Robinson was nominated and took the position in August.

G.P.S.S Representatives Mrs. Harry. Mrs. Westaway.

The staff at present are:-

Teacher in Charge: Mrs. Kay.
Teacher: Miss. Carter.
Assistants: Miss. Boyle. Mrs. Hession.
Mrs. Bicknell.

During the year we were sorry to lose Miss. Lawry, who resigned to travel overseas. Also Mrs. Francis, Mrs. Hughes, Mrs. Game, who all have been transferred.

ENROLMENT

There are at present 80 children enrolled. A new system has been introduced at the centre, of two groups each attending four days each.

HEALTH.

There were the normal childrens ailments during the year.

PARENT ACTIVITIES:

The interest of Parents in the Pre-school and attendance at meetings is very poor. In July an exhibition of Books was held and there was a good attendance. Afternoon tea was. Coffee nights were held at the homes of different members each month but were poorly attended. An open day was held at the centre in February, Morning and afternoon tea was served and gave the Parents an opportunity to watch the children and see what the purpose of Pre-school is and to meet the other parents.

FUND RAISING:

Cake stalls were held in September & October. A Sweep was held on the Melbourne Cup. Raffles of 2 Hampers, & Set of Glasses. There is still only a minority of Mothers who help and work with the Committee on fund raising. There are still a lot of outstanding fees despite letters and reminders. Our thanks goes to the Treasurer for his part in collecting a lot of outstanding fees.

EQUIPMENT:

In May 12 nursery chairs were purchased. Other items purchased were 2 bikes various toys including trucks and telephones. A duplicator. Clothes airers. 5 doz towells. Cups and Saucers. Musical instruments.

CHILDRENS ACTIVITIES:

Where possible childrens activities are tied to local events and topics or activities that develop spontaneously from their own interests. During the year they visited R.M.C Duntroon and watched a parade then visited the Pre-school at the College. Also the Narrabundah High School Art Class. Went to Kingston by bus. The annual trip to Queabeyan by train. And also visited the Air-Port.

CHRISTMAS ACTIVITIES:

The Christmas party was entirely different from past Christmas Parties. The 3 groups all combined for one party. Father Christmas arrived and distributed the gifts, and at the same time the children gave the gifts they had made themselves to their Mothers & Fathers. The childrens gifts were purchased Dolls for girls & Trucks for boys. The party was a big success. We would like to thank the Mothers & Teachers who have worked hard during the past year.

And wish the new Committee a happy and successful year.

D. Robinson. President.