

CENTIPEDE



Centipede at Glebe School Incorporated

ANNUAL REPORT and Auditor's Financial Statement 2012 - 2013



"Centipede". A name chosen by the children in years past and meaning "many small feet"

October 24th 2013

In accordance with Section 26 of the Associations Incorporation Act, 1984
and the Rules of Centipede at Glebe School Incorporated

Management Committee Members and Office Bearers 2012-2013

The following members were elected as Management Committee Members for the 2012 - 2013 year.

Kim Payne (ex officio)

The Office Bearers elected for the year are:

President	Suzy Velkou
Secretary	Penny Coskery
Vice President	Karen Berzin
Treasurer	Brian Skingsley FASA CPA

Mr Stephen Van was reappointed as Auditor.

Meetings

The Management Committee held 5 meetings during the year.

Policies and Procedures

The staffing structure during 2012-2013 was;

Coordinator Manager	1 full-time
Assistant Coordinator	1 full-time
Child Care Workers	Casual. Numbers as required to maintain the Association's staff to children ratio policy.
Bookkeeper	1 part-time.

Centipede's Staff

Our Co-Ordinator Kim Payne who has been very innovative and well liked by the children and staff. He has been ably assisted by our Assistant Co-Ordinator Linda Carn. Our thanks go to them both for their devotion and unswerving support.

Our thanks also go to the other staff members who have remained very loyal to the group. During the year we had the services of:

Josh Afu	Fannana Mazumder
Jenna Beyrouthi	Mary McMullen
Marcus Arvidson	Alicia Purnomo
Louise Campbell-Smith	Joseph Ratcliffe
Olivia Conroy	Tahalia Reynolds
Peter Fenwick	Cassandra Sena
Jonathan Graham	Belinda Smiley
Chris Horsburgh	Frederick Stephens
Cheungha Lim	Bree Tranter
Camille Malfroy	Anita Vaughn
Catherine Massola	Aran Walsh

The Management Committee is grateful to its entire staff and for the dedication that they give to their duties.

Centipede's Child Services

Standard Childcare Services

The 'Standard' childcare services are those that are funded by Commonwealth and State Government subsidies with the funding 'gap' made up from Parent/Carer fees and grants*.

Centipede provides the full range of standard out-of-school-hours (OOSH) services of Before School, After School and School Vacation child caring for the children of South Glebe, in particular, those attending Glebe Public School. These are children whose ages range from 5 to 12 years. * *The CoS Sydney's grant is to be allocated only to the*

implementation of these Standard Childcare Services

Before and After School Childcare provides supervised outdoor games and sports as well as dance on occasion and provides for the development of healthy bodies, team work and cooperation and coordination in working with others. Passive activities include table games and puzzles, books and reading, supervised and managed computer use and toys appropriate to children's ages. These activities are managed to provide both intellectual stimulation as well as a quiet time according to individual needs.

School Vacation Childcare.

In addition to the above, this Service has excursions to places of interest and the ever popular swimming days. Some vacation care activities are sponsored enabling Centipede to be bolder in its programming. Thanks to a grant from the Lord Mayors Salary fund last year we have had camping excursions during some vacation periods and hope to continue them in the coming year.

Extended Childcare Services

Centipede is more than a regular OOSH service. Additional and special activities and actions are required to fulfil the special needs of Centipede's children. These are outlined below.

Good Start Breakfast Club



To get a good start to the school day thus enhancing learning ability about 25 children are provided with a simple breakfast. This is done in conjunction with Red Cross who

provide cereals, milk, bread, spreads and volunteer cooks. In the evening a nutritious meal is provided to about 40 children.

Mileposts

Centipede's name for recognition of achievements and for celebrations of events in a child's life and events of cultural significance in the community. These are events such as birthdays, religious festivals and the like through individual and group celebration and by the giving of gifts and presentation of special achievement awards. Sorry Day and NAIDOC Week are important elements of this service.

Skills 4 Life

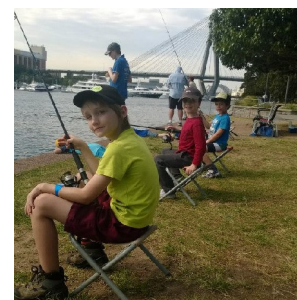
Addresses special needs children's issues in After School and School Vacations by providing sufficient trained staff to enable closer attention, monitoring and management of those children who have behaviour and emotional problems arising from their environment. Maximising the children's time away from their normal environment is an essential part of this Service.

Government Agency Services

These are children's and family services aimed to provide a particular outcome.

Active After-school Communities

A service sponsored by the Australian Sports Commission fitting in with After School Childcare. It allows for the engagement of specialist sports coaches and physical educators and brings Centipede children into team events after school with children from other places.



This service has been renewed for a further 12 months.

Projects

Projects we have achieved in 2012-2013

Tweenies- PCYC

Glebe Youth Service

NAIDOC Week – Tent Installation

Camp to Canberra & Thredbo

Active After School Care –

OzTag, Tennis,

Hip-Hop/Gymnastics,

Balls & Relays, Olympics, Hockey,

Ultimate Frisbee & Yoga

Art Attack

Musical Mayhem

National Quality Framework



We have been working towards accreditation for Centipede to meet Government requirements. This has involved us in extra staff and external consultants to help us supply all the required information. This is now well in hand but it is estimated that this has cost us in excess of \$20,000 from our very limited funds with ongoing registration fees.

Next Year for Centipede

Mitchell St Fete – Organising the Arts & Culture section of the fete

One Camp which has been sponsored by the Lord Mayor's Salary Fund

Completion of the assessment for the National Quality Framework

The issues that the Association faces in 2013-2014 include;

Providing improved quality child caring

Maximising community participation in the Association

Stronger involvement in the community's services

Encouraging and providing staff with training appropriate to the Association's and the staff's needs.

Funding the acquisition of assets such as furniture, carpets and other costly items.

Maximising Parent/Carer Child Care Benefit registration

Maximising the collection of Parent/Carer fees.

Raising funds from non-government entities.

Raising funds from the general public

Funding

To pay for Centipede's work and workers the Association depends on funds from Governments, Parent/Carers, Benefactors, Donors and its own fund raising. Governments and Benefactors alike condition their grants by contracts that specify detailed performance criteria. Generally, Benefactors do not provide funds for recurrent expenses but only for specific Services or Projects. Governments' funding is directed towards standard OOSH Services (including recurrent expenses) or for particular additional Services (e.g. Active After School Communities). Assets acquisition and capital costs as well as its additional workforce above the norm are carried by the Association through whatever it can obtain from

Benefactors or its own fund raising.

Friends of Centipede. In 2012, The Management Committee set up a fundraising arm called the Friends of Centipede. During 2012 it was able to sign up some 35 members as well as raise \$10,000 at a fundraising event held in conjunction with The Glebe Society who have been pivotal in providing support.

Fee Collections remains a problem for the group although Centipede has raised the level of Parent/Carer fee obligation and collection rates have improved. Reminders of outstanding accounts are sent out on a monthly basis but even so payment of these accounts is sluggish. We need to encourage the prompt payment of fees to ensure that the centre remains viable and that we comply with a requirement specified under funding from the City of Sydney. The Quikkids programme which handles our billing and collections is providing a lot of information that is enabling us to identify slow payers and take the appropriate action.

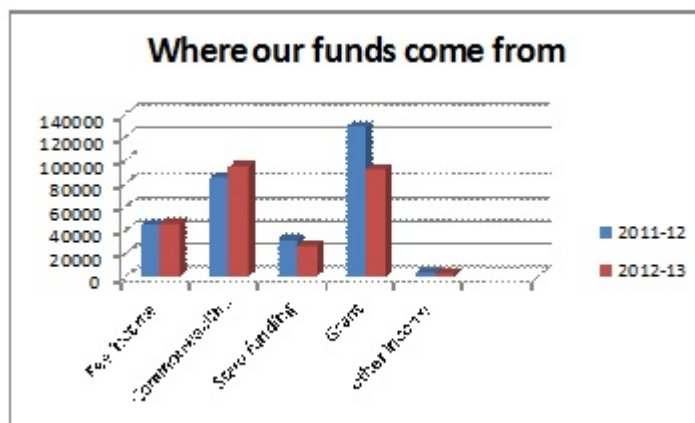
Australian Child Care Fee Subsidy (CCB) is an Australian Government scheme, administered by the Family Affairs Office (FAO), which subsidises child caring costs for Parent/Carers who register and are accepted as eligible for the subsidy. The amount of CCB is derived from a formula including

Parent/Carer's income, number of children and each child's attendance at its nominated child caring organisation. In Centipede's case that amount is paid directly to Centipede.

Centipede is also obliged to charge and collect a Parent/Carer fee for each child. Centipede's fee is offset by the amount of CCB that Centipede receives.

Our current daily fee structure is as follows:

Before School Care	\$14.00
After School Care	\$18.00
Vacation Care	\$38.00



Benefactor Grants.

Without the help of our benefactors many of our activities would not be possible and we extend our thanks for their support. We acknowledge the following donations:

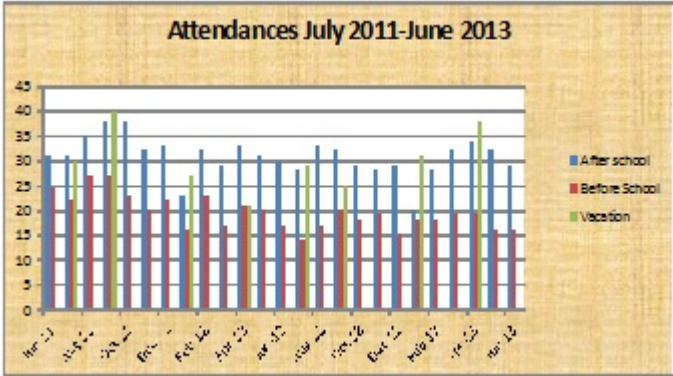
City of Sydney	\$35,000
Charities Aid Foundation	\$2,954
Commonwealth Bank	\$10,000
Walt Disney Inc	\$4,600
Herbert Smith Freehills	\$10,856
Glebe School	\$5,000
Glebe Society	\$1,000
The Sydney Lodge	\$1,000
United Way	\$3,565
Wentworth Park	\$500
Miscellaneous donations	\$50

Child Attendance

The Association keeps regular, reliable and accurate records of children's attendance at Standard Childcare Services. Average attendance at each Service is consistent over the period showing a very slight decline for Before School and a slight increase for After School and Vacation Care. The daily averages over the period are shown in the chart below.

Service	Daily Average	Range
Before School	17	7-28
After School	30	17-43
Vacation Care	30	19-55

Knowledge of levels of attendance enables the Association to determine the number of staff to employ so as to maintain adequate staff to children ratios in accordance with the Association's Policy.



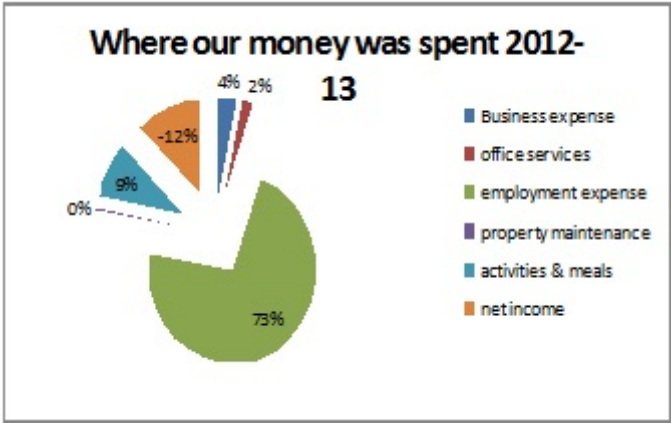
Expenses

A detailed account of our costs is provided in the financial statements attached to this report. As you can see from the chart below, employment is our major cost factor. This cost is directly related to the number of children in our care and the requirement to maintain legislated ratios of staff to child numbers. We had a deficit for this financial year of \$43,299. There were a number of one off expenses during the year which contributed to the deficit.

- \$20,000 accreditation costs
- \$10,000 Camping trips funded from The Lord Mayor's Salary fund recognised in last year's accounts
- \$5,500 refund of premiums to GIO
- \$3,000 replacement IT equipment

You will see from the chart relating to our income that without the support of our many benefactors we would find it difficult to continue. For this we extend to them our heartfelt thanks. It is however an ongoing effort to raise funds to meet our commitment to the community to provide a caring and safe environment for the future citizens of Glebe.

Our staff are employed under the Children's Services Award 2010



Ordinance

The Association is registered under the (NSW) Associations Incorporation Act. The Act is administered by the Commissioner for Fair Trading.

Special Thanks

We are especially grateful to The Council of the City of Sydney and the Lord Mayor's Salary fund for their very generous and continuing support of Centipede.

Special mention must be made to Glebe Public School for their ongoing support, United Way Sydney, Herbert Smith Freehills and the Commonwealth.



Centipede at Glebe School Inc.

Building A, Glebe Public School
9-25 Derwent Street
GLEBE NSW 2037

PO Box 14 BROADWAY NSW
2007

Tel: 02 9692 0663
Fax: 02 9552 1703
Mob: 0421 423 531
Email:centipede.glebe@yahoo.com .au

ABN: 85 483 251 661
CFRA: Y14088-3

SOME OF OUR SPONSORS



HERBERT
SMITH
FREEHILLS



PRAESTARE CONTENDEMUS
The Sydney Lodge No 1020



Glebe School Childcare Centre Inc

Financial Statements

For The Year 1 July 2012 to 30 June 2013

Prepared by:

**Stephen W Van & Co
2/524 Canterbury Road
CAMPSIE NSW 2194
Phone: (02) 9718 6725**

STEPHEN W. VAN & CO

CERTIFIED PRACTISING ACCOUNTANT & TAX AGENT



STEPHEN W. VAN B. COMM. CPA

A.B.N: 83 264 931 510

OUR REF.

YOUR REF.

P.O. Box 767
KINGSGROVE NSW 1480
2/524 CANTERBURY ROAD
CAMPSIE NSW 2194
TEL (02) 9718 6725
FAX (02) 9718 1569
MOB 0402 153 800
EMAIL stephenvan@bigpond.com.au

GLEBE SCHOOL CHILDCARE CENTRE INC

AUDIT CERTIFICATE

I, Stephen William Van, of 2/524 Canterbury Road CAMPSIE 2194, being an auditor qualified in terms of the Department of Community Services Conditions of Funding, hereby certify that I have examined the records of the Glebe School Childcare Centre Inc in accordance with Australian Auditing Standards. In my opinion the Financial Statements, consisting of the Income and Expenditure Statement and the Balance Sheet present fairly the financial position of the organisation and the results of its operation for the year ended 30 June 2013 in accordance with the Australian Accounting Standards and the Department of Community Services Conditions of Funding.

A handwritten signature in black ink, appearing to be 'S. Van'.

Stephen W Van CPA

Date: 30 August 2013

GLEBE SCHOOL CHILDCARE CENTRE INC

AUDITOR'S REPORT TO MEMBERS

Scope

I have audited the financial statements of the Glebe School Childcare Centre Inc for the year ended 30 June 2013. The Centre's Management Committee is responsible for the information and the presentation of the financial statements and of the information they contain. I have conducted an independent audit of these financial statements in order to express an opinion of them to members of the Centre.

My audit has been conducted in accordance with Australian auditing standards to provide reasonable assurance as to whether the financial statements are free of any misstatement. My procedures included examination on a test basis of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of accounting policies. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian accounting standards and statutory requirements so as to present a view of the Centre which is consistent with our understanding of their financial position and the result of their operations.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

I have audited the accompanying financial statements in accordance with Australian accounting standards.

In my opinion, the financial statements of Income and Expenditure and Balance Sheet presents fairly the financial position of the Glebe School Childcare Centre Inc as at 30 June 2013 and the results of its operations for the year then ended, in accordance with Statements of Accounting Concepts and Australian Auditing Standards and as required by Sydney Municipal Council.



Stephen W Van

Dated: 30 August 2013

GLEBE SCHOOL CHILDCARE CENTRE INC

INCOME & EXPENDITURE STATEMENT

FOR THE YEAR ENDED - 30 JUNE 2013

2012		2013
	Income	
44,787	Fees	45,927
31,718	Funding – State	26,579
84,695	Funding – Commonwealth	94,673
102,631	Grants	55,765
3,087	Interest	1,828
25,881	Donations	33,636
-	Sundry Receipts	322
-	Auction	2,615
292,799	Total Income	261,345
	Expenses	
798	Accreditation	3,384
4,981	After School Care Expenses	1,269
600	Audit	600
384	Bank Fees and Charges	545
1,274	Bookkeeping	1,486
86	Computer Expenses	2,257
6,349	Excursions – Vacation/Activites	20,469
7,992	Food & Drink	7,711
1,572	General Expenses	2,631
7,441	Insurance	11,838
1,603	Postage Printing & Stationery	1,390
7,266	Repairs & Maintenance	952
1,075	Subscriptions	1,196
18,438	Superannuation	19,532
1,564	Telephone	1,701
2,161	Toys & Equipment	3,482
17	Travel	455
2,757	Training	2,766
209,480	Wages	220,980
275,838	Total Expenses	304,644
16,961	Operating Surplus/(Deficit) before Income Tax	(43,299)
-	Prior Year Adjustment	-
16,961	Operating Surplus/(Deficit) after Income Tax	(43,299)
65,317	Accumulated Surplus at the beginning of the financial year	82,278
82,278	Accumulated Surplus at the end of the Financial year	38,979

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

GLEBE SCHOOL CHILDCARE CENTRE INC

BALANCE SHEET

AS AT 30 JUNE 2013

2012		2013
	Current Assets	
772	CBA - 101270904	29
212	CBA - 10239391	4,601
65,597	CBA - 10123976	37,698
2,001	Cash on Hand	726
6,531	Pre Paid Expenses	-
1,952	Paypal Account	146
11,403	Trade Debtors	-
88,468	Total Current assets	43,200
-	Fixed Assets:	
	Computer at Cost	755
88,468	Total Assets	43,955
	Current Liability	
-		
616	Sundry Creditor - GST Liability	780
2,020	- PAYG	2,040
2,630	- Super	1,703
924	Trade Creditor	453
6,190	Total Liabilities	4,976
82,278	Net Assets	38,979
	Members' Funds	
82,278	Accumulated surplus (deficit)	38,979
82,278	Total Members' Funds	38,979

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.