





ANNUAL REPORT 2022





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ACKNOWLEDGEMENT OF COUNTRY

In the spirit of reconciliation GBOOSH would like to acknowledge the Traditional Custodians of the land on which we have the privilege to operate, to learn and to provide a service to the local community. We respect their connections to land, sea and community. We pay our respect to their elders past and present and extend that respect to all Aboriginal and Torres Strait Islander people who visit the service.



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1. PRESIDENT'S REPORT

2022/2023 has seen many aspects of pre-pandemic life return to normal. It has been exciting to be able to have our families back onsite and engaging with GBOOSH staff, to implement plans for increased attendance numbers as families were able to return to work and for GBOOSH staff to be able to plan engaging programs which include fun-filled excursions.

For the first time in almost 3 years, GBOOSH was able to open its doors in October 2022 to new families enrolling for kindergarten in 2023. Children were excited to have the opportunity to visit the GBOOSH site and meet the Educators. It was evident by week 5 of Term 1 2023, that these orientation sessions are invaluable for the wellbeing of both the children and parents, as the 2023 kindergarten children settled into new routines and environments so quickly.

2022/2023 has continued to be financially and operationally challenging for many businesses. A big challenge for GBOOSH has been unprecedented staffing shortages right across the child care sector. Fortunately, GBOOSH was able to pull together sufficient staff to meet ratio each day, at times this required the service to utilise casual agency staff.

Prior to the pandemic GBOOSH was operating on its busiest days with ASC sessions up around 150-180 children. In mid-2022 families started to return to pre-pandemic work schedules, with many moving back to their usual places of work. GBOOSH was expecting attendances to return to around 100-120 children. Unfortunately, the forementioned staffing shortages continued to impact GBOOSH's ability to increase attendance numbers at the same rate as the increasing community need. Workforce shortages in the healthcare and education sector also meant that educators were often snapped up prior to formal completion of their degrees to fill gaps in these industries. So, throughout 2022 GBOOSH continued to attempt to retain, recruit and train sufficient staff to increase our attendance numbers.

After many rounds of advertising, as well as development of a more intensive induction and training program, GBOOSH successfully employed 11 new Educators to commence in January 2023. As many applicants were straight out of high school, and looking to move into teaching careers, it was important to ensure they came with the right mindset and an ability to learn the skills required to be a successful educator in a large service. While the additional training and support required had some financial impacts for the service, this was a positive outcome for the community as GBOOSH was now able to extend attendance numbers to 125 places. This project is ongoing as GBOOSH still needs to extend its numbers on some of its busiest days by approximately 10-15 places. We thank the GBOOSH Leadership Team and our skilled Educators for supporting these staff in their new roles.

The continued support of Gymea Bay Public School (GBPS) has been invaluable during this period, GBOOSH extends thanks to previous GBPS Principal, Hendrika Green, Deputy Principal, Sue Stolk and newly appointed Principal Cara Davidson for their support and accessibility during these discussions. We thank each of them for taking time out of their busy schedules to attend both P&C meetings and GBOOSH Management Committee Meetings on a regular basis.

The Management Committee, GBOOSH staff and the Gymea Bay Community have been in discussions about the many changes ahead for the OOSH sector. With the NSW Government announcing in December 2021 that there will no longer be opportunities for parent-run OOSH committees to apply for an OOSH licence, GBOOSH and the P&C have commenced a joint venture that will see GBOOSH and the Gymea Bay Public School P&C become one entity by the end of 2025. The first step in this process was for GBOOSH to undergo a financial and

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operational audit from an external agency, ensuring a clear due diligence process was conducted prior to any merger being voted on by the community. GBOOSH met the audit requirements and demonstrated its viability with the auditor recommending to P&C that the merger would be a positive move for the service and community.

I encourage families to get involved in this process by joining the GBOOSH Management Committee or the GBPS P&C at their regular meetings, as the alternative to a P&C managed operation is the complete wind-up of GBOOSH as we know it today. The licence for an OOSH service will then be publicly advertised by the NSW Government and the tender process for a new OOSH provider will commence.

Our current Management Committee remains strong, and we would like to see GBOOSH survive this process to remain a not-for-profit, community focussed organisation. GBOOSH greatly appreciates the time and energy that Committee Members dedicate to ensuring the service continues to serve the needs of the local community with quality, affordable before school, after school and vacation care.

This year I would like to make mention of the achievements of Cheryl Carroll for her many years of service as a childcare professional. In a very transient industry, it is difficult to hold on to employees with the skills and expertise which Cheryl has brought to GBOOSH. This year Cheryl celebrated 10 years with GBOOSH and her work as a Joint Co-ordinator, Nominated Supervisor and Education Leader has certainly not gone unnoticed. Not only is Cheryl often the face that welcomes new children and families on their first day of care, but she is also highly skilled in preparing detailed rosters each week that ensure GBOOSH meets ratio requirements, preparing 6 monthly funding applications to ensure GBOOSH has access to critical funding to support the inclusion of children with additional needs and constantly reviewing policies, procedures and risk assessment to ensure we are meeting changes in legislation. Cheryl is a dedicated, passionate and magnificent leader whose commitment to the education and care sector is something to be admired, GBOOSH is thankful for what Cheryl has brought to our service and continues to bring every day.

I would also like to acknowledge the dedicated and skilled GBOOSH team. Every day the Leaders and Educators have shown up for work with commitment, passion and integrity, seeking to deliver a quality service to our Gymea Bay community. From ever-changing Government requirements, the uncertainty of changing licence approvals and industry standards, to works taking place on school sites, to revision of rosters and programs to allow for the changes to staffing and attendance numbers. Corinne Bochkareff, Kristin Garsheen, Cheryl Carroll, and Skye Hunt have continued to lead their team through the many challenges all the while ensuring that the quality of care and best interests of the children and their families were at the forefront.

And finally, I would like to extend my warmest thanks and gratitude to Corinne for the hard work she puts in day-to-day to ensure the children, staff and the service is managed to the highest standards. She is an absolute asset to the service and I am so grateful for her experience, knowledge and speed on ensuring that the service is always on the front foot in every aspect. I can't thank you enough for your support to my role as the President.

Regards

Mark Badovinac

GBOOSH President/PMC

Parent Management Committee Gymea Bay Care & Leisure Centre Inc

E: gboosh.committee@gmail.com

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2. ABOUT GBOOSH

Gymea Bay Care & Leisure Centre (GBOOSH) is a not-for-profit community-based organisation. While we work closely with & lease facilities from Gymea Bay Public School, GBOOSH does not receive any funding or operational direction from the school.

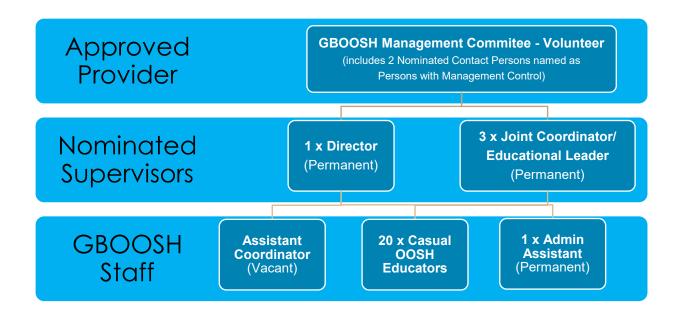
GBOOSH currently employs around 25 permanent, part-time & casual staff members, as well as a dedicated team of volunteer parents on the Management Committee. Our volunteer parent committee assists the Director and Coordinators to manage the operations and finances, as well as determine the future directions of the service.

Due to the structure of the service, without the members of the Management Committee the centre would be unable to continue its operations as a community-based service with families as the key stakeholders. For this reason, GBOOSH continues to encourage the active participation of any parents who can spare a few hours a month on the committee.

GBOOSH is approved to offer 180 places per session in BSC & ASC, with approval for 75 places in Vacation Care. The Centre currently runs Before School Care (BSC) and After School Care (ASC) sessions every weekday during school terms as well as a Vacation Care (VAC) program during school holidays.

Due to the Centres articles of association it is not legally allowed to trade without a volunteer parent management committee. This means if a minimum committee cannot be formed then the centre must cease to operate with the resultant impact being a loss of before and after school care for the 300 or so families that depend on it each year, as well as loss of employment for permanent staff.

With changes to the eligibility criteria for OOSH licences announced in December 2021, GBOOSH is now exploring how it can adapt to meet these requirements and if not, what this will mean for OOSH services and the Gymea Bay Public School Community.



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GBOOSH – VISION MISSION and VALUES

- **Mission Statement:** To serve our school and the wider community's needs with an affordable, high quality out of school hours (OOSH) care service
- **Vision:** Our team will lead the OOSH industry through innovation and renewal, constantly challenging ourselves and the 'norm'.
- Our Values:
 - o To put the needs of our children first
 - o To maintain integrity, honesty & openness in all of our pursuits
 - o To listen, learn, reflect & continuously improve
 - o To be pro-active community and corporate citizens
 - o To strive to provide a superior and joyful learning environment

THE GBOOSH TEAM 2022

GBOOSH Management Committee/Approved Provider					
Executive Committee Members					
President/PMC	Mark Badovinac				
Vice President	Alecia Brooks				
Treasurer/PMC	Craig Manwarring				
Public Officer	Taryn Fisher				
Secretary	Heather Vincin				
General Committee Members					
	Emma Davie				
	Rania Saunders				
	Alison Jack				
	Kristy Dainton				
	Natalie Chandler				
	Diana Abeleven				



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GBOOSH Leadership Team/Nominated Supervisors

Director Corinne Bochkareff

Coordinator/Educational Leader Cheryl Carroll

Coordinator/Educational Leader Kristin Garsheen

Coordinator/Educational Leader Skye Hunt

Permanent Part-Time Employees

Admin Assistant Nicole Clinch

Part-time Educator Anisa Moussa (Resigned)

Part-time Educator Brendan Garsheen (effective 26/4/23)

Part-time Educator Juanita McGuiness





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Casual Employees

Jayde Jensen

Brendan Garsheen (Casual - Permanent)

Alyson Honey

Steph O'Neill

Lachlan Proudlock

Mia Baxter

Jordyn Dewhurst

Rachel Webb

Rachel Coffey

Dani Daniel

Daniel Johnson (Resigned - teaching)

Brooke Bentley (Resigned – health care)

Christian Bennett (Resigned – teaching)

Jessica Mackay

Keira McKay

Michael Crisafulli

Lachlan Pender

Tessa Herbert

Sandra Fitzgerald

Ashleigh Johnston

Lauren Semrani

Georgia Garsheen

Juanita McGuiness

Brianna Rogers (Resigned - teaching)

Jacqui Cowell (Resigned - health care)

Niamh Lennon (Resigned - teaching)







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3. THE YEAR IN REVIEW

Our Team

One of the biggest challenges for GBOOSH in 2022/2023 has been recruitment. Despite advertising for additional staff throughout the year it has proven challenging to engage enough staff to return GBOOSH to full capacity. At times there would be a lack of response to the advertisement and at other times when attempting to obtain candidates with some experience working with children, the right candidates were just not out there.

At the end of 2022 we achieved some success by redevelopment of our training and induction program which would allow GBOOSH to take on some younger, less experienced candidates and attempt to train and mould them to work within the existing team. GBOOSH also introduced 2 online training modules which employees were required to undertake in the first 3 months giving them the fundamentals in child protection and supervision. With the 9 of the 11 employees successfully working through these first few months, GBOOSH was able to offer enough places to come close to meeting the community demand.

The team is continuing to grow to allow for families returning to workplaces and therefore children returning to more permanent, consistent days of care.

Currently the leadership team consists of Corinne Bochkareff, Cheryl Carrol, Skye Hunt and Kristin Garsheen who work a variety of individual contract hours across the week. Nicole Clinch has also settled into her role as Administration Assistant, 4 days per week supporting the leaders in the office and during roll call each afternoon. Brendan Garsheen has recently commenced his studies in school age education care, which has seen him also move into a permanent part-time role. While GBOOSH would like to increase its permanent part-time pool of educators, these roles are more difficult to fill due to the restricted hours of work on offer and split shift rostering. This will remain a focus moving forward as it helps the service build consistency and stability.



The leadership team is not only responsible for the day-to-day care of children, but there are also many off-floor responsibilities to be completed during the middle of the day including (but not limited to) funding applications, quality assurance and legislative documentation, programming, rostering, hr management and accounts. By scheduling some time working from home, leaders are able to devote a block of uninterrupted time to their off-floor responsibilities and some online training opportunities.

While the Director role is mostly performed as a remote role, the GBOOSH leaders are in constant contact on a daily basis and Corinne attends the Centre every 1-2 weeks to touch base with staff, get involved in the daily practices and attend to onsite meetings with staff, the school and parents as required. With ongoing improvements to GBOOSH's HR software, accounting and IT systems, this will further enhance the teams' overall capabilities to work from home as required.

The team has found new ways to use technology to meet remotely both internally and also with external parties such as our HR consultant, accountant and community networking groups.

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Through the partnership with Employment Innovations GBOOSH leaders have been able to expand their knowledge of HR practice and improve procedures such as the performance management and recruitment process. This has ensured we use our time and resources more effectively to recruit, train and employ quality candidates.

The GBOOSH leaders would like to extend thanks to all GBOOSH staff in 2022 for their ongoing commitment and flexibility. Our team is motivated by ensuring we do our best to support the community, while providing quality outcomes for children. The current GBOOSH management structure allows our leaders the autonomy to make day-to-day decisions to ensure the smooth operation of a quality service while being able to meet the constantly changing needs of the community as well as regulatory requirements.

GBOOSH Operations Update

GBOOSH has worked hard to increase operations close to pre-pandemic numbers in order to meet the growing care needs of families returning to their former schedules and place of work.

It has been exciting to again be able to build an engaging and stimulating Vacation Care program which has included a huge variety of excursions and incursion providers. Without the restrictions of COVID GBOOSH has been able to take the children to experience such as Allianz Stadium, Sydney Zoo, Calmsley Hill City Farm, Hijinx Hotel and Cronulla Cinema, just to name a few. Reduced restrictions on school sites have also allow for a wide variety of incursions such as the gaming truck, science experiments, jumping castles and cooking experiences.

GBOOSH was also able to bring back some of its extra-curricular programs with Murphy Sports running a sports program for term 2 and 3, followed by a Groove Nation dance program in Term 4.

On going fluctuations to attendance followed by increased costs due to a rise in inflation has had significant financial impacts for the service. However, it is hoped with a slight fee increase in 2023 as well as good financial management and a reduction in the licence fees will assist in improvements in this area.

With negotiations now in progress between GBOOSH and the Gymea Bay Public School P&C Association to move forward with the proposed merger of the two entities. The Management Committee are feeling more confident about the future of GBOOSH and maintaining our community based, not-for-profit organisation for all families.

Now it's time to put pen to paper and start the lengthy application processes, we are asking families to help support GBOOSH in this process. We look forward to working with the P&C and our GBOOSH families to secure a service for the future with a community focus at the heart of its operations.



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Our facilities

While it was hoped that GBOOSH may still be offered the opportunity to place a secondary building (multipurpose building) on the school grounds, external sources and information in the sector indicates that there are limited opportunities to do so with changing legislation around licence agreements and use of Departmental land.

As we await further advice from the school, GBPS and NSW Department of Education on the future of GBOOSH this project will remain on hold. In the meantime, GBOOSH has been planning improvements to its existing building and discussing with the GBPS public school future opportunities for joint projects to improve shared facilities across the school.



As many of our past and existing families have helped raise the funds held for this cause it is important to ensure that our community has a say in how the funds are utilised and is able to improve facilities for the growing community. This is reason it is so important that GBOOSH remain a community-based organisation in the future, without this certainty GBOOSH community funds will end up in the hands of others.

Our Community: GBOOSH Community

GBOOSH has continued to strive to improve our links with the community and promote our reputation for providing a high standard of care to both the GBPS community as well as other local families.

As a not-for-profit entity GBOOSH's focus on providing an essential service for many families in our community, which has never been more important than in 2022. As families moved back to pre-pandemic routines, there was some flexibility and tweaking required to many bookings to get schedules right and maximise places.

It was exciting for our families to be able to come together and celebrate the successes of 2022 with our annual family celebration in November. This is always a very worthwhile event, allowing educators and parents to engage in a relaxed environment, while the children enjoy some entertainment from the Christmas Elves provided by Stardust Children's Entertainment.



As a parent run service GBOOSH relies on the dedication of our volunteer parent management committee members to oversee the management of the service, participate in making high level financial and operational decisions, as well as making plans for the future. We thank all of our members for their support and commitment, without their guidance and support we could not have successfully navigated the last few years of ups and downs.

As we work towards understanding and implementing the many changes that are now being imposed on OOSH services in order to be eligible to obtain a licence agreement we encourage our families to get involved in the service via the Management Committee. Participation of more families in this process will determine the objectives of the new entity, develop the future plans for the service and ensure the service continues to meet the ongoing needs of its community.

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Our Community: Gymea Bay Public School

GBOOSH enjoys a strong and open relationship with Gymea Bay Public School, working closely with the Principal and Senior staff to strive for a seamless collaboration between school, GBOOSH & home. Information sharing and meetings between GBOOSH, GBPS staff and parents has been paramount in building a consistent approach across both areas and achieving better outcomes for families and children.

The leadership team at GBOOSH have worked closely this year with GBPS Deputy Principal, Sue Stolk and most recently the GBPS Principal Cara Davidson. These relationships have been critical in establishing support for the future of GBOOSH and ensuring the service remains community-based.

Attendance and discussion at a number of GBPS P&C meetings resulted in a community vote in favour of further investigation of a possible merger between GBOOSH and P&C. From this a substantial review and audit of GBOOSH's finances and operations was conducted, which delivered a



favourable audit report from HyVu Business Advisory. We acknowledge the work undertaken by Rachel McDougall and Adam Bird in 2022 to understand the background and future potential of GBOOSH as part of the P&C. We look forward to working with the incoming P&C on furthering progressing the merger and building a strong future for the community.

GBOOSH has also been thankful to GBPS and the Department of Education for the many upgrades completed, and those continuing across the school site. From outdoor play spaces, to new asphalt and upgraded, more efficient lighting systems. With more to come GBOOSH appreciates the opportunity to share in these improvements.

The Management Committee also wishes to acknowledge the ongoing participation of the school Deputy and Principal in online Management Committee Meetings each month.

Our Community: Local Community Links

SAVE OOSH 'com.m'

GBOOSH leaders actively engaged in networking opportunities via online platforms to participate in:

- St George and Sutherland Advocates Meetings,
- SSONG (Sutherland Shire OOSH Networking Group) Meetings,
- Inclusion Support Programs,
- Network of Community Activities Members Meet, and
- NSW Department of Education (Early Childhood Education Care Directorate) updates.





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4. IMPROVEMENTS & CHALLENGES

Highlights from 2022

GBOOSH is proud to have made some significant achievements in 2022;

- Providing access to online webinars, training and workshops for staff.
- Completion of first aid training onsite for staff due to renew or update their first aid training.
- Ongoing improvements to GBOOSH's financial management procedures including development of a draft budget.
- Successful applications for inclusion support (ISS) funding have allowed GBOOSH to continue to provide
 inclusive care to children with additional needs in BSC, ASC and Vacation Care.
- Ongoing improvements to HR processes and documentation to ensure GBOOSH is compliant with the most recent changes to Fair Work Legislation and is in the process of continuing to review its documented policies.
- Ongoing improvements and upgrade of appliances within the Centre.
- Upgrade of the GBOOSH exterior after storm damage, as well as the outdoor space and repair to the sandpit area.
- Increased flexible working arrangements to support GBOOSH leaders to complete some of their roles remotely for improved efficiency and reduce travel to and from work when not required.
- Continued use of technology to assist the GBOOSH Parent Committee to maximise attendance at meetings by conducting hybrid meetings with a mix of face-to-face attendance, as well as participants signing in via Microsoft Teams.
- Huge response of over 120 attendees to the annual GBOOSH Family Celebration.
- Sponsorship of the Kindergarten cake stall at the Gymea Bay Lily Festival, assisting the school to raise over \$30,000 for the school community.
- Successful negotiation with the NSW Department of Education to obtain an extension to complete the process of a merger with P&C.







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Challenges of 2022

The challenges of 2022 came in many shapes and sizes, many were related to the ongoing impacts of COVID 19.

- Inability to increase attendance numbers as quickly as needed due to ongoing workforce shortages.
- Introduction of the BASC Voucher program by the NSW Government. This caused huge additional work for our admin and leadership staff due to reporting requirements and incompatibility with CCS database systems and funding.
- The need to transition to a new rostering and payroll system.
- Resource and supply shortages of general groceries left the Centre having to make last minute changes to menu items or planned activities.
- Inflationary pressures pushing up the cost of groceries, resources and fuel, which then increased the cost of activities and transportation during vacation care.
- Flow on effects of COVID lockdowns including ongoing operational and financial burdens to the sector.

Plans for 2022 and the future

Initiatives and improvements for the coming year include;

- Continued recovery and growth following the challenges of 2021/2022.
- Continuing to build the GBOOSH staff team to allow the service to extend attendance to its full capacity where required.
- Ongoing improvements to the GBOOSH building to replace tired and worn areas, to improve accessibility
 at the front of the building, as well as improving the internal play space for children.
- Implementation of changes required to GBOOSH program and practice in line with changes to the My
 Time Our Place framework for school age care and the National Quality Standards.
- Working with GBPS on improvements and developments to the physical environment surrounding GBOOSH.
- Continuing to engage with external activity providers to bring back extra-curricular activities such as sports programs, dance, music and other interest areas for children.
- Continued improvements to GBOOSH's HR programs, practices and GBOOSH policies through work with Employment Innovations.
- Continued improvements to GBOOSH's financial management practices working in partnership with Two Sides Accounting.
- Continuing discussions with the GBPS P&C to work towards a merger arrangement to maintain GBOOSH as a community-based entity into the future. The outcome being successful negotiation of a new licence agreement for GBOOSH securing its future for the next 8 years.
- Ongoing development and training for employees.
- Review of GBOOSH's philosophy, vision and values to align it with the changing future of the organisation.
- Commencement of works towards a Reconciliation Action Plan.
- Provision of professional development opportunities for staff.
- Continuing to reflect on the Centre's practices, policies and procedures using ACECQA's Self-Assessment Tool and measuring against National Quality Framework.
- Increased opportunities to engage face-to-face with families, return of family social events, orientations and meetings.





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5. AUDIT REPORT

The GBOOSH Management Committee made a determination in 2022 to engage the services of our existing auditor for 2021, Trent Atlee from The Maher Group.

A copy of the audit report may be provided with this report or obtained from GBOOSH on request.



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6. ACKNOWLEDGEMENTS

- The GBOOSH Management Committee volunteers of past and present. Thank you for taking the time to attend meetings, pick up the phone when the Centre needs to advise you of something important and your input into the service.
- Mark Badovinac for volunteering his time as GBOOSH President, a named Person with Management Control as Approved Provider and attending to maintenance repairs at the service.
- Craig Manwarring for volunteering his time as GBOOSH Treasurer and as a named Person with Management Control as Approved Provider and the many hours spent working on GBOOSH financial matters.
- Heather Vincin for volunteering her time as Secretary and the hours spent preparing communications and papers for each meeting.
- Gymea Bay Public School ongoing support of GBOOSH and sharing their facilities with the service.
- SW Projects engaging with GBOOSH in ongoing projects to improve the physical GBOOSH environment.
- Gymea Bay P&C Association for supporting the school community & working with GBOOSH to explore their ability to support GBOOSH into the future.
- Sarah Tirchett, Inclusion Support Professional, Big Fat Smile for her assistance with our ongoing inclusion support funding applications.
- Produce to Plate for supplying our weekly fruit & vegetable orders.
- Hello Pro Photography for supplying photos for the GBOOSH website.
- Miles Design for development and maintenance of the GBOOSH website.
- Taren Cleaning Supplies for supplying GBOOSH cleaning and bathroom products.
- Brendan Carey Electrical for attending to our electrical maintenance.
- Ideal Cleaning & Upholstery Service for their attention to detail in the daily cleaning of our service.
- Two Sides Accounting for providing our bookkeeping & accounting services.
- Employment Innovations for providing their HR consultancy services.
- Network of Community Activities for supporting the OOSH sector and providing ongoing advice and assistance to GBOOSH.
- The families and children of GBOOSH they inspire our purpose, direction and creativity.
- The GBOOSH employees without the amazing commitment and dedication of our Leaders and Educators, GBOOSH would not be able to provide high quality OOSH every day.



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