

Nancy Winter Early Childhood Centre

Governed by The Raetihi Early Childhood Education Trust (RECET)

ANNUAL REPORT 2020

Philosophy

A nurturing home away from home in which to love, learn and play for tamariki, whānau and community.

When children feel secure in warm relationship they can relax into their play and learn.

I see you,
I hear you,
I know you.

Play naturally unfolds in young children and is the way they learn holistically.

Therefore, we believe that growing self-directed and unhurried play is best for our children's learning.



2020 in Review

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Governance Report

From The Chairperson

Kia ora koutou

Leadership

As the Raetihi Early Childhood Trust, who govern the Nancy Winter Early Childhood Centre we continue to be committed to providing a sustainable quality early learning Centre for the Waimarino community, based here in the historical and wonderful township of Raetihi.

There were a couple of movements on the Trust again this year. We farewelled Erena and Lauren and welcomed new Trustee's Jessica Pharoah and Tony MacLean. During the year I took on the role of chairperson. We thank Erena and Lauren for their contributions to our Trust over the last few years. Their contribution and support in this time have been invaluable and wish them well.

While I have taken on the role of chairperson from Erena last year, I will be stepping away from the Trust after four and half years as a Trustee during 2021. It is time to make space for fresh faces. It has been my absolute privilege to be a part of this Trust and Centre. I originally joined as I saw firsthand the passion and commitment to our children in the centre having my youngest child enrolled and felt I could help drive growth and feedback through my daily interactions with staff and children.

I am so proud to have contributed in some small way to such an amazing legacy of the Waimarino Community. I inherited a Trust with a shared goal to make this already amazing place an even stronger entity moving into the future. I particularly want to thank the staff for their care and attention of the children that have passed through the Centre over the years. We have had some interesting curve balls thrown our way – especially in this new Covid world, and I am proud of the way the team has worked together to get the job done. I know the Centre and the Trust will continue to lead, to care and to offer a wonderful early childhood education for the families of our Waimarino community and wider.

Our current Trustees are Monica Widmer Nikita Playle, Jessica Pharoah, Tony MacLean and recently in 2021 Maria Hawira.

We are always seeking expressions of interest for other trustees. Anyone interested is welcome to attend a meeting and see what they entail. It is a great Trust, as noted built on from the solid foundations of others over the years.

We continue to provide early education leadership and support in our community. We still remain part of a key stakeholder of the *Ruapehu Whānau Transformation* plan and the *Kāhui Ako – Southern Ruapehu Community of Learning (COL)*.

Our Team

Brenda Burnard continues to lead the business of the Centre and does an amazing job to balance our legislative requirements, with an overwhelming care for the children and whānau of the community and their education journey with us.

The Leadership Team continues to work tirelessly as they co-lead curriculum design and delivery at the Centre through an approach with dispersed responsibility.

We are pleased to support our provisionally certified teachers as they work their way to full teacher certification. Part of our Trust Deed is to support and grow our teachers in the community and we are always looking for ways to encourage individuals into the early childhood teaching profession. Over the years there have been many individuals who have trained while working at our Centre or have been carried out their teaching experiences at our Centre.

Sustainability

Covid-19 provided a different year for our Centre and didn't impact as we thought it might, due to a steady roll. It is hard to predict what our number of enrolments will be from year to year. We are seeing increasing numbers of families moving to the area from cities making the Waimarino their new home. The Ministry of Education have been making small increases to funding aligned with inflation over the past few years which has also helped to support the sustainability of the Centre.

Our strategic goals were reviewed in 2020 and we continue with our steadfast ECE goals that reflect the community we live in. These goals are located at the Centre as a part of the infographic that links the Trust direction to the Centre direction.

Our Thanks

As we continue to strive to provide experiential learning for our local tamariki based on our collective pasts, and their passions we want to thank our staff, management and especially the families and community who continue to share their beautiful and amazing children with our Centre. We are humbled by your decision to send your children to the Nancy Winter Early Childhood Centre where our staff provide love and quality care, alongside a curriculum that aims to inspire, grow and ignite their minds and curiosity which will set them up well to be confident, resilient, self-led Ruapehu learners as they journey through life.

If you have any questions or would like to know more about the Centre or the Trust, please contact our newly elected Chairperson Jessica Pharoah or Brenda Burnard – Centre Manager.

Yours sincerely

Sean Drinkwater (Out-going Chair)
Raetihi Early Childhood Trust (RECET)

Strategic Plan

Trust Strategic Goals

1. Provide a Centre where learning and care is based on current theory and practice, underpinned with teachers' ratios that maximises the learning exploration of children and ensures their safety.

2. Provide an environment where children, community, whānau, teachers and Trustees needs and aspirations are identified and responded to. Communication is clear with open information and consultation sharing.

3. The Centre is operated in a principled, consistent manner underpinned by clear process and review.

4. The Centre is sustainable and an integral part of the Waimarino Community, forming strong collaborative meaningful relationships with local Iwi and Hapu and all other cultural groups within the Waimarino Community.

5. The Centre holds a strong, reputable, leadership position within the Waimarino Education Community.



Manager's Report

Brenda Burnard

Kia ora koutou katoa

2020 proved to be another busy year and one which is like no other year we have experienced, in so many ways. Covid-19 affected the way we function wherever we go and has given us the opportunity to reflect on how we operate. 2020 tested us in many ways. We felt the effects of multiple and sudden losses in our community which affected many of us in some way. Giving and receiving kindness helped us all and despite what 2020 presented us with, I believe we have come out stronger because of it. The lessons of 2020 have taught us to take nothing for granted and go forth with the resilience we have developed.

Enrolments

Our enrolment numbers remained steady in 2020 and during this time we had children still sharing their hours between us and other services. We can do this with clear communication as to when bookings are at each service. Children cannot be booked in at a service at the same time as another. We work hard to meet the needs of our Nancy Winter Centre whānau. We were pleased to welcome many new faces into our Centre whānau from all parts of the country and world.

During 2020 our Centre received special funding (MOE Targeted funding) based on our enrolments. These funds were specifically used to support our teaching team's involvement in an Oral language and literacy programme which our Centre fully embraced. Check out our teaching teams report for the details and outcomes of this. There have been great outcomes for our tamariki and kaiako at our Centre.

Sustainability

Ministry of Education funding continues to be steady which is reflected by the current government and their commitment to education. Having a steady roll during 2020 helped us during Covid-19. With the government continuing to fund us during Covid-19 and the Ministry of Education relaxing some of the rules around claiming for funding, Covid-19 didn't impact the way we first thought it might. Initially we applied for and received the wage subsidy but found quite quickly that we couldn't adhere to the guidelines that had been put in place, so we returned these funds. Because of Ministry of Education funding during the lock down period we were able to continue supporting our staff. During our lockdown we didn't charge our families fees as per our financial policy.

During 2020 we received grants or sponsorship from COGS, TG McCarthy Trust and WPI which helped support our Centre operations and was much appreciated.

The net effect of our financial position at the end of the year was a finish with a surplus. We were pleased to be able to allocate some funds at the end of the year to some repairs and maintenance and some new projects.

Staffing

We appointed Natasha Casey to the role as administrator and we welcomed Erin Larsen to the team when Natasha went on maternity leave during the second half of the year. Natasha's experience in Centre operations in particular the licencing criteria has been welcomed to the team. We appreciated Erin's flexibility in joining the team in a relief position as someone new to the mechanics of ECE admin and we are pleased Erin continues to help us out from time to time.

We said farewell to Sharon one of our original team from 2007 as she moved on to new adventures in ECE. We appreciated Sharon's knowledge and ECE experience in the time that we had her. Kelly Tauroa joined our team in a permanent position with a wealth of ECE experience until the end of 2020 before being sought after to manage a Centre in Turangi. We were sad to farewell both ladies but wished them well in their next endeavours. At the end of 2020 Teri Webb successfully gained permanent employment with us after a short, fixed term position during the second half of the year due to continual roll growth.

We are pleased to have Teri joining the team after returning to our region. We are delighted to be able to support both Teri and Kookie in their provisional teaching registration. Mairi applied for and was appointed to the Leadership team during 2020 as an internal appointment. We also welcomed the return of Missy Ponga as an employee Cleaner, after working for a contract cleaning business which serviced our Centre during 2019-2020.

We recognised Darnell Watling who has worked for the Centre for ten years in total. It was a great opportunity for Trust and Staff to get together to celebrate this achievement (especially after a year where there were many barriers to joining together to celebrate).

Environment

At the end of the year, we completed a range of purchases as a part of required repairs and maintenance and planned work to enhance our Centre. We had a roof structure built as a part of our outdoor kitchen. We also purchased a water pump to be a part of this play environment which will be up and running shortly.

Replacement blinds for our deck were installed and repairs to our kai garden fence along with some lighting upgrades were just some of the works that were carried out at the Centre during 2020.

Whānau/Community

Before lockdown we enjoyed a Centre trip to the Carrot park and Ohakune Kindergarten. A trip enjoyed by many and a great way to get some of our whānau involved. We also took a trip to the Raetihi Marae to celebrate Puanga with other ECE services which was another valuable experience. Covid-19 provided us with a different experience for the Cultural Festival this year. Some schools and Centres in our region chose to participate in the digital cultural festival. While it wasn't the same as being there for the performances, we are able to share it in this report so it can be viewed again and again. Perhaps it's a silver lining in a difficult year. Follow this link here: <https://www.youtube.com/watch?v=hNMatOFZvYw&t=1s>

I continue to represent our place in our local Kāhui Ako (Community of Learners). This group is represented by leaders and principals of schools from ECE through to College. It is the only forum that ECE can be involved in (and the ECE voice shared) and I value the work that is being done for education across all sectors in this group. In addition to this I applied for and was appointed as the lead of this group for the next two years. This is a role that sits alongside my role as Manager of this Centre. Our Kāhui Ako will be putting into place some actions from our endorsed achievement challenge, and we look forward to making some further appointments within the Kāhui Ako in the future.

Thanks

Every year we have many different people or organisations that support our Centre in some way. Of note we'd like to thank: Ted and Nicole Scheidegger for generous donations towards our outdoor kitchen development, Terry and Stacey Pearce for the donation of replacement wood for our Kai gardens, Raetihi School for their donations of excess food (fruit and cereal), If you've contributed to our place during 2020 please take this as our thank you to you. Please read our page of gratitude which we've tried to acknowledge our funders and kind donations throughout 2020.

We have a committed teaching team who focus on building strong relationships with our tamariki and whānau. Supporting our teaching team are a group of relief teachers who seamlessly fit into our place, which we can't do without.

A big thank you to our outgoing Trustee's during 2020 Erena, Lauren. We thank you for your commitment and time to our place helping guide the strategic direction. We welcome Nikita, Jessica, and Tony to the Trust during 2020 who join Sean and Monica.

Ngā mihi,

Brenda Burnard
Centre Manager

Teaching Team Report

From The Leadership Team



What a challenging year with Covid and the tragic loss of our beloved Sirett, Hiscox & Murray whānau. It has been with heavy hearts that the team have continued to stay strong and support one another and our whānau. The centre has purchased several books on grief to support children's understandings.

Well Covid, didn't that throw a spanner in the works. Covid certainly did set a challenging time for everyone, however the team managed to work through and offered support to our whānau through story-park, zoom meetings and phone calls. We all had to think outside the box. Tricky, but we made it. When we re-united following the Covid-19 lockdown, we felt pressed for time – how were we going to achieve a year's work in the remaining 7 or so months. We had to find a way to work smarter.

The decision was made to focus all our work around our Internal Evaluation topic. At the completion of last year's Internal Evaluation, we had identified an area we needed to develop in our work with children - to grow oral literacy. So this year's **Internal Evaluation** was determined – "How do we gift rich language and kōrero to our ākongā?"

Mairi, Sharon and Fiona enrolled in 'OLLI' (Oral Language and Literacy Initiative). Mairi and Fiona (Sharon left us!) then led Professional Development sessions in our staff meetings, introducing new strategies and providing a forum for a sharing and building of our team practice. We found this method of Professional Development delivery, very effective for our team – where a couple of our members are involved in a programme and then come back to the team with the material for us all to learn, then adopt into our daily practice.

This has been very successful and beneficial for the team and children. Working smarter, providing great support for one another, and sharing our mahi in staff hui inspired the team. We worked together using the strategies from OLLi, observing what was happening, researching the importance of language and the teachers' role. We all reported back to the whole team, and we set up an Action Plan to work on our OLLi strategies. As a team, we all felt that we have built stronger and more authentic relationships, where the importance of language and conversation has been highlighted.

The obvious next step was to make our OLLi work the focus of our **Centre-wide planning**. This ensured we were putting our new found knowledge to immediate use.

The OLLi facilitator visited the Centre and used video as a tool to enhance our practice. This gave the team valuable feedback/feedforward. She gave very positive feedback on the work we have been doing with the children, and was very complimentary of our OLLi mahi.

The team decided that our individual **appraisal** goals this year would be related to our OLLi work. This also proved to be a productive idea, with all the team feeling we are a stronger team because of it. We have decided to use the same concept next year – Professional Growth Goal related to our Internal Evaluation, and our Planning. The team have completed their individual annual appraisal cycle.

Our celebrations included birthdays, Joining School, Powhiri, Puanga – including a visit to the marae, the Cultural Festival via video, and our Christmas Party at the Rec. We visited the Ohakune Carrot park and the Kindergarten, which was enjoyed by all.

Our Transition to School was led by Sharon and Mairi. With Sharon's departure, Mairi and Kelly T continue to take small groups of nearly 5-year-olds to visit Raetihi Primary School weekly. We thank the Trust for enabling this relationship to remain strong.

Other Professional development attended:

- Governance and Leadership – SELO facilitated by Senior Teacher - Fiona & Brenda. This led on to Pania, from Senior Teacher, visiting us to work with Fiona on our Job Description review. Also, Pania led us all in a workshop during our staff meeting, about Te Tirity o Waitangi. This SELO opportunity has been very worthwhile for our Centre.
- First Aid with Sandra Spears – the teaching team (permanent kaiako), all have current First Aid Certificates.
- Visiting the two local Te Kohanga Reo – great opportunity to develop relationship, share ideas, support each other. There have been reciprocal visits and we plan on continuing these.

Further Internal Evaluation

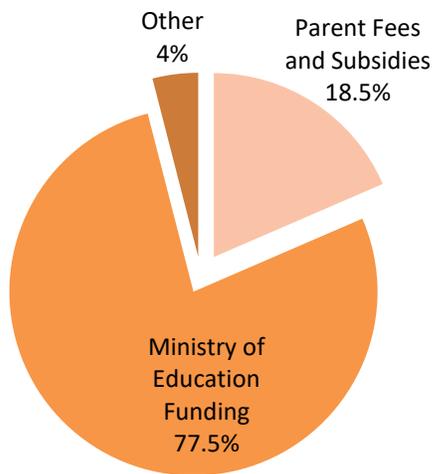
We revisited a number of our policies to make sure we are providing quality care and education. The policies are reviewed on a three-yearly cycle with this year's reviews being:

- Nappy changing & toileting
- Excursions
- Joining School
- Emergency Plan
- Risk/benefit analysis for Hazard management
- Appraisal - this has had a work-over to bring it into line with the new terminology and requirements of the Teaching Council. Appraisal is now called Professional Growth Cycle.
- A major item of review that has been on-going for some time is the Quality Practice template and Teacher Job description. These are being aligned, and including the Code of Professional Responsibility and the NELPs (Statement of National Education and Learning Priorities). The review of the standards needs to be completed by February 2021. We are in the process of ratifying these as we work through each template.

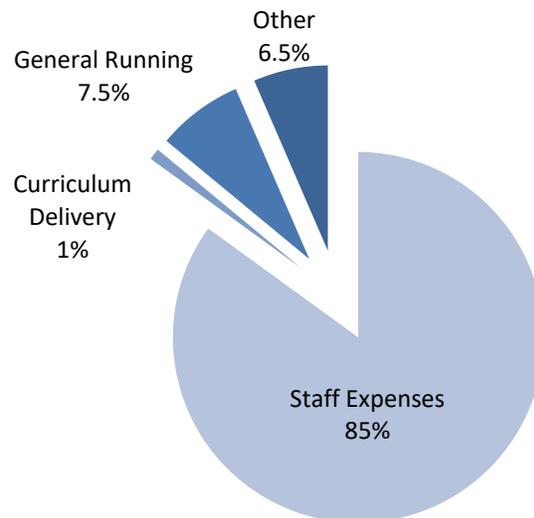
Sheena Frederick, Fiona Fraser and Mairi Walls

Audited Reports

Income



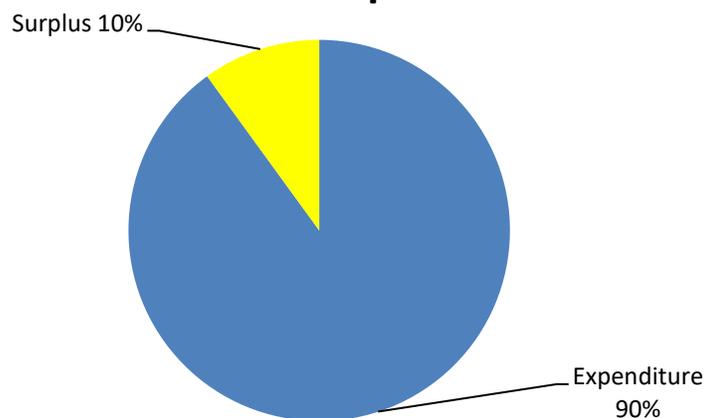
Expenditure



During 2020 our enrolments remained steady. The Ministry of Education relaxed rules around attendance which certainly helped out Centre out for funding purposes. We applied for, received and returned the wage subsidy when we realised we couldn't meet the threshold required to be eligible to keep this subsidy.

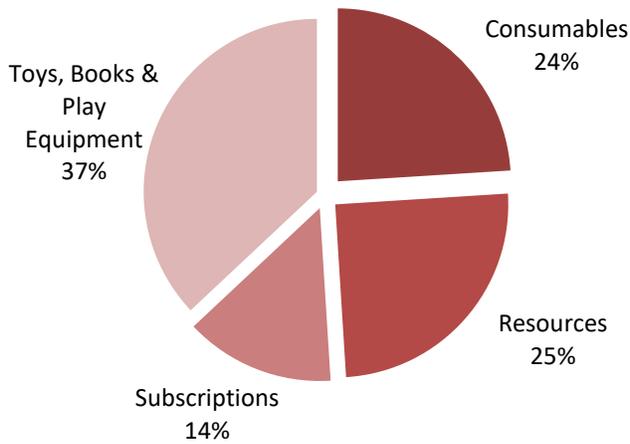
Another 1.8% increase in Ministry of Education funding was received for 2020. With the help of this and some of the grants we received our Centre had another surplus which was a great outcome after an uncertain year.

Income vs Expenditure

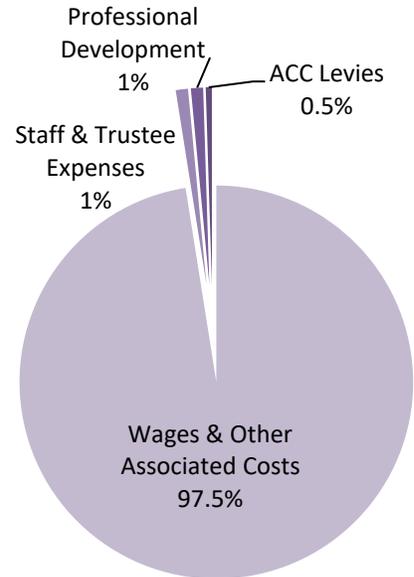


A full set of our audited financial accounts are available upon request. Our accounts are audited each year by an independent auditor.

Curriculum Delivery

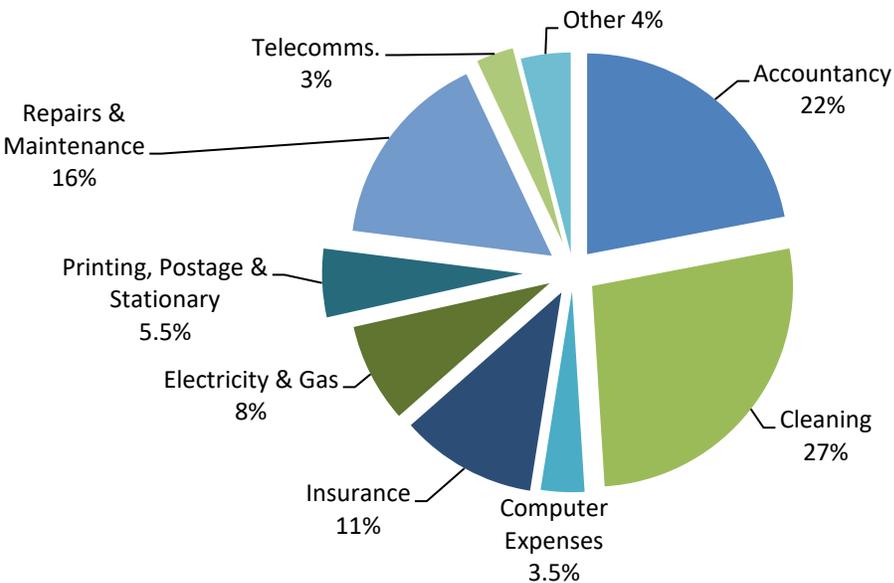


Staff Expenses

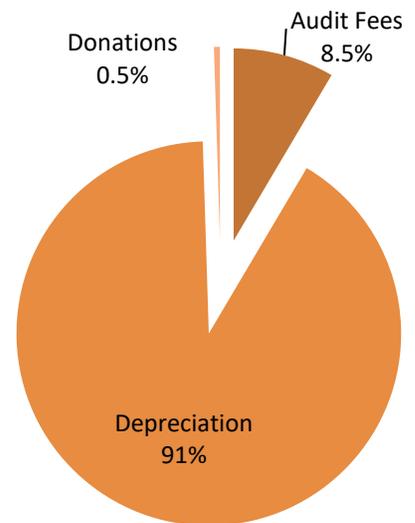


Expenditure at the Centre over the past few years has been very measured with a tight budget each year to ensure the sustainability of the Centre. Working closely with our accountant is very important to ensure sound financial guidance. Towards the end of the year we were able to look at some much needed repairs and maintenance at the Centre.

General Running Expenses

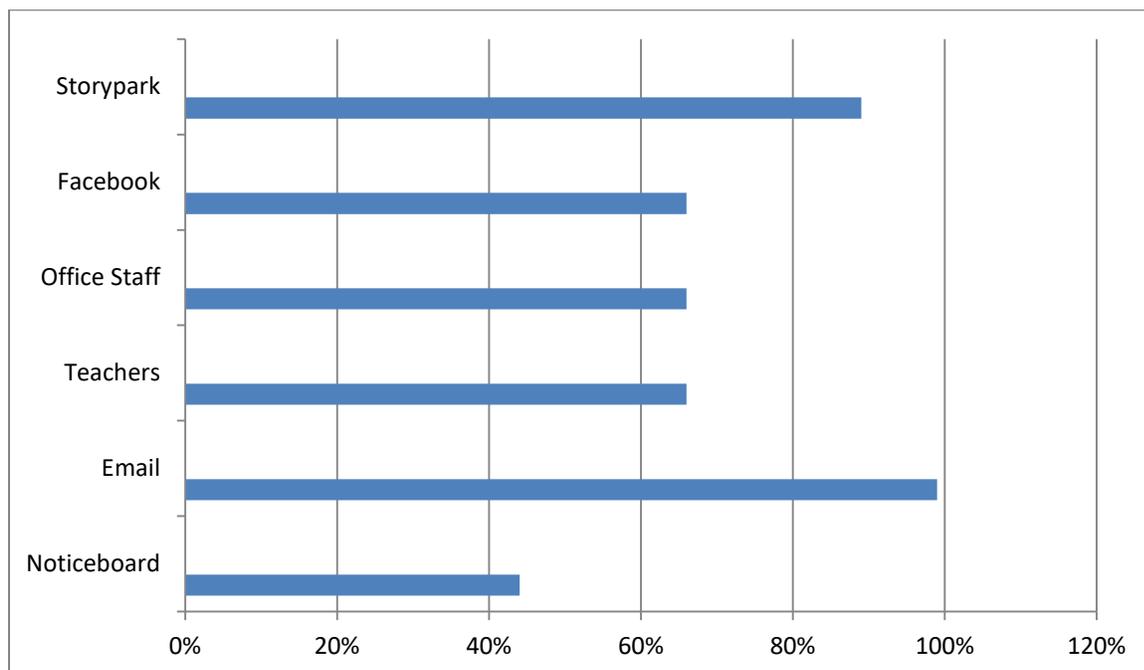


Other Expenses



Whānau Survey Results

1. We communicate with our whānau in many different ways. How do you like to receive information?



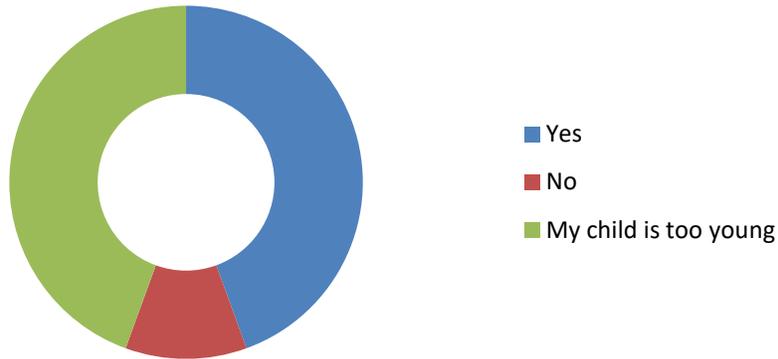
2. How could we share information with our families better?

Comments:

- Weekly Updates
- A Calendar

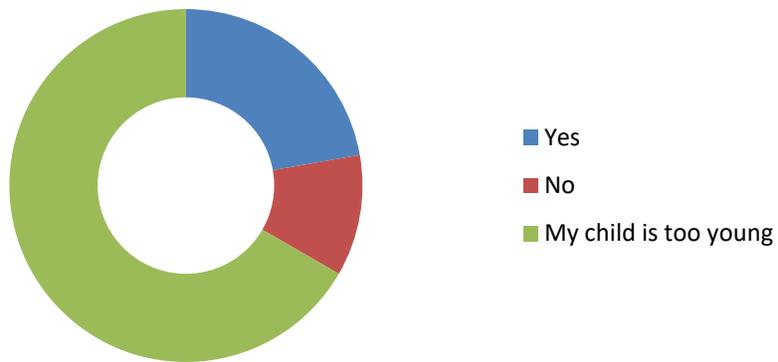


3. Are you familiar with our joining school policy?

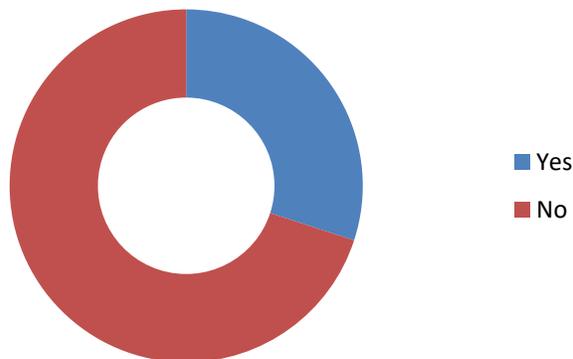


4. Our lead teachers for joining school have conversations with our families from their child's fourth birthday onwards. A Mātauranga document at around four and a half years formulates a narrative shared with whānau, Centre and school to work from.

Have you received this document for your child?



5. Would your family like further support from our Centre with joining school?



6. We value the opportunities to work with families and build partnerships to meet the aspirations families have for their children. How is it best to communicate these aspirations with the teaching team?

Comments:

- **Face-to-face**
- **Verbal catch-ups**
- **Fill in a form or questionnaire at enrolment**
- **Story Park**
- **Routine meetings with staff**

7. Do you wish to make any further comment on the education and care of your child or anything related to our Centre?

Comments:

- **You guys are fantastic, thanks for all you do**
- **Think you're all great!**
- **Teacher's need to be responsive to children's negative behaviours**
- **We couldn't be happier with the centre. We have actively chosen to keep our children at the centre until school instead of moving to the local (and closer) kindergarten as we feel our children receive such well rounded care at Nancy Winter.**



Gratitude Page



We would like to take the time to acknowledge and thank our local Waimarino Community for supporting us.

A big thank you to Terry Pearce who provided the materials for the construction of some new garden beds.

During lockdown we welcomed the Scheidegger family who were unable to return to Switzerland. We loved having Alexander and Julian join us, and we thank them for their generous donation to our outdoor resources at the centre.

We have many people who we wish to extend our thanks to for the donation of their time, resources or funds during 2020. We encourage our community to support them as they have for us. If you're not listed below this **'thank you'** is especially for you!

