



ESHSP&C

Emerald State High School Parents & Citizens

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Operational Plan

2020 - 2021

- Annual Events
- Annual Financial Contributions
- Cash flow
- Annual Priorities

ANNUAL SCHOOL EVENTS

LEAD	BITES	Heart of ESHS community <ul style="list-style-type: none"> • Daily: provide healthy / affordable breakfast & lunch options • Community Catering, functions and tenders (as supported by staff, committee and volunteers)
	UNIFORM ROOM	Provide school uniform as per Uniform Policy
	LOCKERS	Supply and maintain under Hire Agreement

	Event	Purpose	Contribution	Committee Nominee
Term 1	Leadership Ceremony	Ceremony	Participation	President
	International Women's Day	Student Engagement	Tuckshop Special	Tuckshop Convenor
	Day of Action Against Bullying and Violence	Student Engagement	Tuckshop Special	Tuckshop Convenor
	ANZAC Day	Ceremony	Participation	President
Term 2	P&C Day	Volunteer recognition		Committee Members
Term 3	Emerald Colour Run	Community Event <ul style="list-style-type: none"> • HOST 	Event management	Working Group and members
Term 4	World Teachers/Staff Day	School Community Engagement	Catering / Cake / Bites coffee voucher	Committee Members
	Tuckshop Day	Staff acknowledgement		Committee Members
	Oktoberfest	Community Event <ul style="list-style-type: none"> • HOST 	Event management	Working Group and members

ANNUAL SCHOOL FINANCIAL CONTRIBUTIONS

Contribution	Type	Donation Paid To	Amount	Contribution Date
Chaplaincy	Monetary	ESHS	\$5 000.00	Term 1
Awards Night	Monetary	ESHS	Up to \$2 000.00	Term 4
Camps	Monetary	ESHS	\$20 per student up to \$1 500.00	As approved
Year 7 Scholarships	Monetary	ESHS	\$1 000.00	Term 4
Student of the Week	Bites Voucher	ESHS	\$200.00 (x1 \$5.00 voucher per week)	Term 1 = for the year
Operating	Monetary	Various	\$15 000.00	Through the year as due

****** HIGH PRIORITY FOR 2020 TERM 1:**

COMPLETION OF JUBILEE HISTORY BOOK
COMPLETION OF STAGE 2 PAVER PROJECT
TIME CAPSUAL completion
+ distribution of Jubilee Stock

CASHFLOW

	Uniforms/Lockers		Tuckshop		Events	
	Income	Expenses	Income	Expenses	Income	Expenses
JAN	Before Wk 1					
FEB	Winter orders	Winter orders				
MAR						
APR						
MAY						
JUN						
JULY						
AUG						Colour Smash
SEP		New year orders			Colour Smash	Oktoberfest
OCT					Oktoberfest	
NOV						
DEC						

ANNUAL STRATEGIC PRIORITIES

To action over 2020 - 2021:

Priority area 1 – Student support (funding, bereavement support, resources)

Priority area 2 – Community Involvement (parent engagement, events, communication)

Priority area 3 – Services and Operations (tuckshop, uniforms, lockers, governance, memberships)

Priority area 4 – School development (grounds, environment)

Priority Area 1 – Student support (funding, bereavement support, resources)

Measures of success

- Students feel that this is a good place to go to school
- Students are supported to achieve

Goals	Details	Responsible Person	Expected Date for Completion
Support school admin	Attend fortnightly meeting + address / respond as required	President	
Bereavement	requirements identified and communicated via Principal or Deputy	President / Secretary	
Support SRC	Attend meetings	President	

Priority Area 2 – Community Involvement (parent engagement, events, communication)

Measures of success

- Successful events x 2 per year
- Increase in parent opinion that they know what is going on

Goals	Details	Responsible Person	Expected Date for Completion
Parent Tent at Sports Carnivals			
Grandparents Day			

Emerald Colour Smash	Annual Fundraiser		
Oktoberfest	Annual Fundraiser	Sam Elsdon	
Newsletter submissions	As per ESHS Rep advises = each issue	Michelle Harrison	

Priority Area 3 – Services and Operations (tuckshop, uniforms, lockers, governance, memberships)

Measures of success

- Good policies and procedures for running meetings
- Profitable business operations
- Increased memberships and attendance at meetings
- Succession in executive roles

Goals	Details	Responsible Person	Expected Date for Completion
Nominate for P&C of the Year			
Tuckshop Operations		Ruth Kelly	
Catering		Ruth Kelly	
Family Meals - takeaway		Ruth Kelly	
Locker management		Shae Stokes Annie Self	
Uniform stock		Shae Stokes Helen Rankin	

Priority Area 4 – School development (grounds, environment)

Measures of success

- Improved shade and seating for students
- Students are engaged at lunchtime

Goals	Details	Responsible Person	Expected Date for Completion
Gardens	Continue work with gardens - working bee once per term, sprinklers automated	Inga Nyman Bill Nyman Jill Ryan Naomi Livingston Leanne Ross	
Water Taps	Work with school re install of new drink facilities – continue plan	Sam Elsdon Renee Firth	
Shade	School map - Identify areas that require shade and seating and prioritise, obtain quotes		
Toilets	Mural transformation	Sam Elsdon Renee Firth	
ESHS Cafe	Ground cover, Tables and chairs, shade	Renee Firth	
Sports Equipment	Cricket Pitch, Athletics (Long Jump Pit)- Quotes, grants,	Sam Elsdon	
Containers 4 Change	Weekly/fortnightly school collection drop off	Inga Nyman	ongoing

	Begin school drop off days	Bill Nyman Jill Ryan Naomi Livingston Leanne Ross	
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