

Meeting Minutes

Meeting Name:	After School & Vacation Care Meeting with ^{CIF} CIF
Date:	Friday 29 th June 2012
Time:	11:30am
Venue:	Nowra Office

1.0 Present

^{CIF} Susan Booth, Ryan Kiddle, Anita Srbjakoska (ADHC),
Rhonda Conte

2.0 Apologies

Nil

3.0 Business Arising

3.1 ^{CIF} was not happy with service from beginning - Havenlee ok as a site but not Bomaderry. Not happy with venue, ^{CIE} considered it boring. Ryan explained the reasons behind The Disability Trust (TDT) leaving Havenlee and due to the rushed nature and registration/funding body requirements Bomaderry was found as a temporary site. Site has now moved to Wesley Centre in Nowra which is much more suitable and central.

^{CIF} was not happy with Jo. Considered she should not be working with clients as she is negative. She has a bad attitude towards both ^{CIF} as well ^{CIE}. ^{CIF} doesn't think staff trained adequately.

Action: TDT to review training of staff and discuss with all staff negative comments relating to clients/families.

3.2 Issues with incident reports - ^{CIF}'s main complaint is that TDT did not get back to her when staff wrote slanderous comments about her as outlined in some of the reports. It was explained that the incidents were being gathered to devise a Behaviour Intervention Support report and she would have been involved in that along with staff working with ^{CIE}, TDT Clinical Psychologist and Management at TDT. ^{CIF} forwarded her responses in regards to each incident report and requested these be kept with the reports.

She stated she was angry that staff did not report properly and had written highly slanderous things about her and her parenting style. Ryan explained that staff were just reporting what they had heard. He explained that staff

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had to write these things according to child protection policies. A commitment was made to be more open in the future.

Action: Project Officers/Coordinator to ensure a copy of the completed incident report is sent to ^{CIF} for comment. Ryan to attach ^{CIF}'s responses to incident reports.

3.3 ^{CIF} commented and noted that she feels TDT needs to be more proactive in the following areas –

- Training on integration for staff
- Be more transparent
- Listen to parent
- Copies of incident reports

TDT need to realise that they are accountable to parent and to let parents know that they will be alone with adults. A procedure for inclusion is required (involvement in group). Staff require motivation to actively supervise and engaging with the clients. Anything said about parents or their children should be reported back to parents. ^{CIF} also stated that young kids should not be left alone with young men because it's dangerous.

^{CIF} commented that she is disappointed it has ended up like this as there we're some really good things that started to happen with ^{CIE} at the program e.g. excursions, social interactions with other clients. This program is the only program ^{CIE} has to interact with his peers. Rhonda asked if ^{CIE} will be returning to the program and ^{CIF} said this would be his choice.

Action: TDT Senior Management to review policies on inclusion and supervision of children.

3.4 ^{CIF} went through a list of questions about Royce (attached to minutes). A number were answered but several were left unanswered as it was felt that it could jeopardize any further police investigations if required. It was suggested that these questions should be discussed with the police.

Action: Any concerns ^{CIF} has regarding any allegations should be raised directly with the Police.

3.5 Ryan again outlined the reasons why staff wrote what they did and why it was left according to child protection laws. He understood her concerns and thanked her for raising this with the organisation.



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CIF asked questions regarding the The Disability Trust and its involvement in the South Nowra Dance Group. Ryan and Susan explained TDT is in no way associated with the dance group at South Nowra and that no TDT group had attended this program.

CIF was asked if she was happy with outcome of meeting. She said yes for the following reasons:

- Happy integration and inclusion discussed
- Training for staff important
- That we listened

Ryan, Rhonda and Susan thanked CIF for her time and explained that her concerns would be taken on board and addressed.