

Forrest Primary School  
Hobart Avenue  
Forrest ACT 2603

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**TO: Forrest Primary School Parents' and Community Association  
Forrest Primary School  
Hobart Ave, Forrest, A.C.T.**

Dear Members of the Forrest P&C,

### **Requesting consideration of the formation of a P&C preschool sub-committee**

The Deakin Preschool Parents Association (DPPA) is a fundraising and social events co-ordination group that forms with new members each year to benefit the community of students, parents and teachers at Deakin Preschool.

Since 2015 the DPPA no longer collects voluntary contributions from Deakin Preschool Families to fund the preschool, this responsibility has passed to Forrest School. DPPA funds are now solely raised through fundraising activities. Given the changes to funding, the 2016 DPPA has carefully considered its' future viability. In the context of the relatively high financial, tax and regulatory obligations of continuing as an independent association, DPPA members have agreed to explore the possibility of an alternative structure.

As such we request your consideration of the formation of a sub-committee of the Forrest P&C which would continue the function of the DPPA, allowing the DPPA to be officially wound-up. At this time we ask for your assistance to come to an agreed understanding between the P&C and the DPPA of how the sub-committee would function within the P&C, the obligations of the sub-committee with respect to the P&C and the obligations of the P&C with respect to the sub-committee.

The DPPA suggest that a proposed new sub-committee, called Deakin Preschool Parents sub Committee or DPPC, would have the following attributes:

- DPPC Members would consist of parents and carers of pupils of Deakin Preschool
- DPPC would fundraise for the additional financial support of the Deakin Preschool
- DPPC would organise volunteer events to support the Deakin Preschool (e.g. vegie garden working bees), and social events to support the Deakin Preschool Family Community (e.g. welcome picnics).
- DPPC would have its own bank account for funds raised by the DPPC to be used solely by the DPPC on the Deakin Preschool
- DPPC would be able to expense items independently from the P&C after (1) a budget has been presented to, and accepted by, the P&C; and (2) the funds expensed are not in excess of those funds in the account.

To effect such a change, we appreciate that the Forrest P&C constitution would need to be updated to include the Deakin Preschool as part of the definition for "school". To assist, we have also drafted suggested inclusions to the P&C constitution to define the DPPC sub-committee and the proposed financial process.

# DEAKIN PRESCHOOL

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We believe there are benefits for the Forrest P&C and the Forrest School Community in this proposal as it will :

- increase the connection between the Forrest Primary School and the Deakin Preschool families
- allow members of the DPPC to be automatic members of the Forrest P&C, thereby encouraging active DPPC members to remain active within the Forrest P&C in subsequent years
- ease the transition of families from Deakin Preschool to Forrest Primary School.

We invite an ongoing discussion on this proposal, with thanks in advance.

Yours sincerely,

Deakin Preschool Parents Association

May 18, 2016