

Child Care Services Taree & Districts Inc. (CCSTD) INNOVATE Reconciliation Action Plan (RAP) March 2018 – March 2020

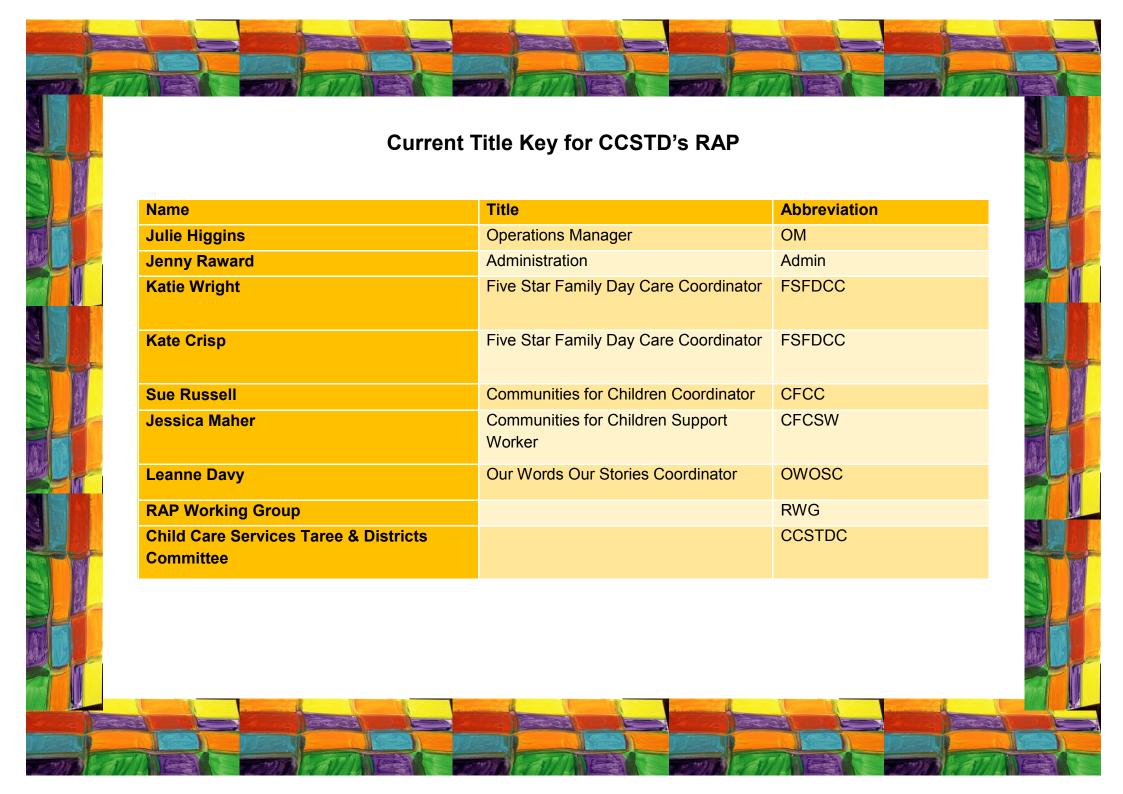




Jahkye Avery

"The Rainbow Snake"

Baaya Yurrung Preschool, 2017





Our Reconciliation Vision

CCSTD believes that all our programs should celebrate and embrace cultural diversity, inclusive practice and social justice. All children have the capacity to learn and succeed regardless of diverse circumstances and abilities. We see a future that is built on solid and sustainable relationships where meaningful Reconciliation outcomes are achieved for our community.



Alunya Wilkinson with baby Sapphire Brown at the Biripi Baby Show, 2016

"We are committed to working together with all people to empower parents, families and highlight the importance of nurturing all children. We believe in genuine community engagement and equality and justice for all. Our service values respect, relationships, opportunities and choice so that people achieve their full potential. People's best interests are at the heart of our service. We will provide culturally sensitive programs that reinforce the significance of identity. We believe that past and present injustices and trauma which continue to impact on the level of disadvantage faced by Aboriginal and Torres Strait Islander Peoples must be acknowledged in order for our community to move forward. We will continue to learn and appreciate Aboriginal and Torres Strait Islander cultures and acknowledge the wisdom and strength of Elders both past, present and the future. Our service recognises the invaluable contributions that Aboriginal and Torres Strait Islander peoples make to Australian culture and society and will continue to highlight and celebrate these achievements." CCSTD RAP Working Party

Child Care Services Taree & Districts Inc. oversee and deliver the following services and programs;

Family Day Care (FDC)

Five Star Family Day Care has been providing families in our community with high quality home based education and care since 1980.

Our qualified and experienced educators provide the children with care in their own homes. Educators provide a wide range of experiences and activities based on the interests and needs of each child in care. All registered educators operate in accordance with the Education and Care Services National regulations and law and the National Quality Standards. This includes implementing the practices and principles of the 'Early Years Learning Framework'. Family Day Care Educators provide care for children aged 0-12 years of age. Educators can provide care for up to 7 children at any time, as long as NO more than 4 children, have not yet started school. Family Day Care Educators have a minimum of Cert 111 in Children's Services and maintain qualifications in First Aid, CPR, Asthma management and Anaphylaxis Management.

In Home Childcare Mid North Coast Service (IHC)

In Home Childcare is a flexible form of childcare provided by an approved educator in the family's own home. In Home Childcare offers flexibility in hours for families meeting the eligibility criteria. The placement is monitored and supported by an approved service provider to ensure quality outcomes for children and their families. Placements are supported by the coordination unit by regular contact through email, telephone and home visits. Regular training is provided to support the educator's professional development. In Home Childcare allows families to access approved childcare when other childcare services are unable to meet the family's needs and certain criteria are met.

Communities for Children Program (CFC)

Communities for Children (CFC) is an Australian Government Initiative, funded by the Department of Families, Housing, Community Services and Indigenous Affairs aimed to assist children 0-12 years and their families.

Our Vision: to improve outcomes for children aged 0-12years

Children: Safe and happy

Families: Supported and supportive

Community: Harmonious and respectful

Our Service delivers 2 priority areas in the local Taree, Forster and Gloucester areas.

Priority One – Healthy Young Families includes:

- A range of Parenting Programs delivered in Taree, Forster and Gloucester
 - A fortnightly Parent Support Group in the Taree area
 - The Mid North Coast Autism Support (Early Childhood) Group
- And a Lego group for children. This program is a closed group offered within set Primary schools.

Priority Four - School Transition and Engagement includes:

- School transition and engagement networks Taree, Gloucester, Forster
 - Families And Schools Together program Taree (FAST)
 - Our Words Our Stories Gloucester, Forster
 - Community Ear Health Support Taree, Forster, Gloucester

Community Playgroup (CP)

CCSTD's Playgroup is run during school terms on a Thursday at Taree Public Schools' Early Learning Centre. There are different activities each week that will excite and encourage learning, fun and relationships.

Our Words Our Stories (OWOS)

Our Words Our Stories is a voluntary program where local Aboriginal peoples produce, publish and print their own stories. Our Words Our Stories creates local literacy resources for the community. The program supports Aboriginal Peoples in the Manning Valley to write their stories which in return increases literacy skills, community connection, identity, pride and self-confidence. The published books are distributed to preschools, public schools, high schools, libraries, community and Aboriginal organisations throughout the Manning Valley area.









Our RAP

Child Care Services Taree & Districts RAP aims to create a workplace that supports and promotes cultural learning and inclusion to build a strong connected community.

CCSTD has developed a RAP to demonstrate our commitment towards greater understanding, equality and unity between Aboriginal and Torres Strait Islander peoples and non-Indigenous Australians. We are determined to improve outcomes for children, families and our local communities.

Our Reconciliation Action Plan focus areas include;

- Building strong, lasting and meaningful relationships.
- Showing *respect* through positive actions and acknowledgements.
- Providing opportunities to support, empower and enhance our communities.
- Ensuring our commitment and accountability through good management and governance of our RAP.



Our Words Our Stories 2017 Book Launch

Taree Public School Dance Group

Our RAP has been supported and developed in collaboration with a range of internal and external stakeholders, including;

a) RAP Working Group (RWG)— members consist of; Child Care Services Taree & Districts internal staff members;

- Jessica Maher* Communities for Children Project Officer and Support Worker
 - Sue Russell Communities for Children Co-ordinator
 - Julie Higgins CCSTD Operations Manager
- Leanne Davy Our Words Our Stories Co-ordinator and Communities for Children Support Worker
 - b) Community partners and representatives;
 - Julie Collier CCSTD Management Committee General Member.
 - Tina Russell* Community Representative
 - Isabell Bungie* CCSTD Committee Member and Community Representative

Note: * These members are our Aboriginal and Torres Strait Islander representatives.

Child Care Services Taree & Districts would like to acknowledge Reconciliation Australia and the support it has provided during the development of our RAP.

Our Reconciliation Journey So Far

CCSTD has always believed in partnerships with families, support services and the local communities to provide the best outcomes for children and their families. For the last ten years our service has been involved in programs and services that support reconciliation in our local area, these include;

- School Transition and Engagement
 - Community Ear Health Support
- Mental Health Unit, Annual Baby Show
 - Biripi Playgroup
 - Local AECG
 - Women's Camp
- Local Schools NAIDOC celebrations
 - Connected Communities
- Staff were heavily involved in the development of the Aboriginal version "Bringing Up Little Darlings" (BULD's). This is an offshoot of a nationally accredited parenting program Bringing Up Great Kids (BUGK's).
 - Our Words Our Stories and "Story Telling" at local schools by OWOS authors.

Feedback and Contact details

RAP Coordinator/Champion: Leanne Davy, OWOSC

Phone: 02 6552 5088

Email: leanne.davy@ccstd.com.au

We welcome feedback on our Reconciliation

Action Plan. Contact us at;

Address: 51 Wynter Street, Taree NSW 2430

Email: tareechildcareservices@ccstd.com.au

1. Relationships: We wish to build strong, lasting and meaningful relationships with Aboriginal and Torres Strait Islander peoples. Our service will actively create positive and productive working partnerships, to improve communication and consultation with the Aboriginal and Torres Strait Islander community. We will support and embrace social justice, inclusive practice and provide quality services where relationships are built on trust and acceptability.

Action Deliverable Responsibility Timelin					
		Responsibility OWOSC	Timeline March 2018		
1.1 RAP Working Group (RWG) actively monitors RAP development and implementation of actions, tracking progress and reporting.	 RWG oversees the development, endorsement and launch of the RAP Ensure Aboriginal and Torres Strait Islander peoples are represented on the RWG. Meet at least twice per year to monitor and report on RAP implementation. 	OWOSC OWOSC RWG	March 2018 Mar 2018,Oct 2018, Mar 2019, Oct 2019		
	Establish Terms of Reference for the RWG.	OWOSC	March 2018		
1.2 Create a Cultural Arm/Advisory Group for the service to build and	Liaise with interested parties and community to create the Cultural Arm/Advisory Group.	OM	March 2018		
strengthen the relationship between Aboriginal and Torres Strait Islander peoples and other cultures. Focusing on early childhood development	 Consult with CCSTD's Committee to set shared goals, structures, purpose and arrangements for this new group. 	OM/OWOSC	March 2018		
outcomes for vulnerable and disadvantaged children and increasing workforce participation by	Provide open consultation with all staff in regards to the formation of the new group and to gather feedback from the different sectors of our service.	ОМ	March 2018		
vulnerable and disadvantaged families.	Insure that CCSTD's Committee has quality Aboriginal and Torres Strait Islander peoples and Culturally and Linguistically Diverse (CALD) representatives.	CFCC	March 2018		
	Actively engage with local families and child care providers to determine why there is low participation and low attendance rates. Explore barriers such as cultural barriers and lack of transport, enabling families to be included and supported in early childhood development.	OM/FSFDCC/CFCC	March 2020		

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	1.3 Celebrate and participate in National	 Organise at least one internal event for NRW each year in May. 	CFCSW/CFCC/OM	May 2018, May 2019
Į,	Reconciliation Week	 Register all NRW events via Reconciliation 	FSFDCC/OWOSC	May 2018, May 2019
V	(NRW) by providing	Australia's NRW website.		N
	opportunities to build and maintain relationships	Support an external NRW event.Ensure our RAP Working Group participates in an	CFCC OWOSC/RWG	May 2018,May 2019 May 2018,May 2019
	between Aboriginal and	external event to recognise and celebrate NRW.		
1	Torres Strait Islander peoples and other	 Encourage staff to participate in external events to recognise and celebrate NRW. 	OM	May 2018,May 2019
	Australians.			
	1.4 Raise internal and	Develop and implement a strategy to communicate	FSFDCC/RWG	March 2018
Į,	external awareness of our		OM/CFCC/CFCSW/	March 2020
Ì	RAP.		OWOSC	
ľ		Provide reconciliation news from the community and COSTD via web page foca healt page and	OWOSC/FSFDCC	March 2020
		at CCSTD via web page, face book page and monthly newsletters.		
H				
	1.5 Develop and maintain	A CCSTD staff member is to attend local Aboriginal Following Consultation Consultations A CCSTD staff member is to attend local Aboriginal Total Consultation Consultations A CCSTD staff member is to attend local Aboriginal Total Consultation Consultations Total Consultation Consultation Total Consultation Consultation Total Consultation Consultation Total Consultation	CFCSW	June 2018
П	mutually beneficial relationships with	 Education Consultative Group (AECG) meetings. Develop a current list of local Aboriginal and Torres 	OWOSC/CFCSW	March 2020
Į,	Aboriginal and Torres	Strait Islander organisations and engage with them.		
V	Strait Islander Peoples, communities and	· · · · · · · · · · · · · · · · · · ·	CFCC/OM/RWG	March 2020
1	organisations to support	stakeholders.	CFCSW/CFCC/OM/	March 2019
	positive outcomes.	 Meet with local Aboriginal and Torres Strait Islander organisations to develop guiding principles for future 	OWOSC	I Water 2019
		engagement.		
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2. Respect: Our service will play an active role in reconciliation and we acknowledge the unique and continuing relationships that Aboriginal and Torres Strait Islander Peoples have with their land, seas and waterways. We recognise the wisdom, strength and importance of Elders both past, present and future. We will continue to show our respect through positive promotion of self-determination, identity, and the resilience of our nation's First Peoples. Our appreciation for the ongoing and long-term partnerships that exist within the community will remain invaluable, emphasising learning and understanding.

Action	Deliverable	Responsibility	Timeline
		•	
2.1 Engage employees in understanding the significance of Aboriginal and Torres Strait Islander cultural protocols, such as Welcome to Country and Acknowledgement of Country, to	 Develop, implement and communicate a cultural protocol document for Welcome to Country and Acknowledgement of Country. Develop a list of key contacts for organising a Welcome to Country and maintaining respectful partnerships. 	CFCC/OM/OWOSC OM/CFCC/OWOSC	June 2018 March 2019
ensure there is a shared meaning.	 Invite a Traditional Owner to provide a Welcome to Country at significant events, including the Children's Week Art Exhibition. 	ОМ	Oct 2018, Oct 2019
	Include an Acknowledgement of Country at the commencement of all important internal and external meetings.	OM/CFCC	March 2019
	 Develop an Acknowledgement of Country for all office correspondence, individual email signa- tures and group programs. 	OM/Admin/FSFDCC/ CFCC/CFCC	March 2020
	 Encourage all staff to include an Acknowledgement of Country at the commencement of all meetings. 	CFCCSW/OWOSC/ CCSTDC/OM	March 2020
2.2 Engage employees in continuous cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements.	Develop and implement an Aboriginal and Torres Strait Islander cultural awareness training strategy for our staff which defines cultural learning needs of employees in all areas of our business and considers various ways cultural learning can be provided (online, face to face workshops or cultural immersion).	OM/CFCC/CCSTDC	March 2020
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Y	2.2	Provide opportunities for RWG members, RAP champions, CCSTD committee and key leadership st to participate in cultural training. Ensure all staff attend cultural awareness training over		Sept 2018, Sept 2018
		the course of the RAP. Investigate opportunities to work with local Traditiona	OW/CCSTDC	Sept 2018, Sept 2019
		Owners and/or Aboriginal and Torres Strait Islander consultants to develop cultural awareness training.	OM/RWG/CFCC/ CFCSW	March 2020
	2.3 Actively promote and support cultural diversity. Inform CCSTD staff, educators,	Engage with Aboriginal and Torres Strait Islander stakeholders to develop staff training on how to undertake programs in a culturally appropriate way.	ОМ	March 2019
	committee members and the wider community of the significance of Aboriginal and	Provide training to staff on how to undertake program with Aboriginal and Torres Strait Islander peoples in a culturally appropriate way.	I CIVI	March 2019
j	Torres Strait Islander cultural practices, diversity and modern	Use Aboriginal and Torres Strait Islander programs to train staff (Bringing up Little Darlings).	CFCC/CFCSW	March 2019
	family structures to provide an informed and unified work	Create an anti-racism and anti-discrimination policy o update existing policy.	r OWOSC/FSFDCC / CCSTDC	March 2020
	environment.	Invite community guests to attend staff meetings and CCSTD Playgroup.	OM/CFCSW	March 2019
	2.4 Provide opportunities for Aboriginal and Torres Strait	Review staff policies and procedures to ensure there no barriers to staff participating in NAIDOC Week.		May 2018
	Islander staff to engage with their cultures and communities by celebrating NAIDOC Week.	Provide opportunities for all Aboriginal and Torres Str Islander staff to participate with their cultures and communities during NAIDOC Week. CCSTD staff to alternate attendance of NAIDOC	OM/CFCSW/CFCC/ CCSTDC	July 2018, July 2019
		celebrations.	OM/CCSTDC	July 2018, July 2019 ₁₃

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2.5 Host screenings from a selection of curated Aboriginal and Torres Strait Islander documentaries that the Reconciliation Film Club have available on line.	•	Host a screening for CCSTD staff, RWG and CCSTDC during NAIDOC Week to develop a deeper understanding of Aboriginal and Torres Strait Islander people's perspectives and histories.	OWOSC	July 2018, July 2019
2.6 Continue to support and improve participation in Aboriginal and Torres Strait Islander events.	•	Actively attend community events and represent CCSTD. Promote Aboriginal and Torres Strait Islander events and celebrations to our staff. Develop a key calendar of Aboriginal and Torres Strait Islander events and celebrations and distribute to staff.	OM/CCSTDC/ OWOSC/CFCSW. OWOSC/CFCSW/ FSFDCC CFCSW	March 2019 March 2019 December 2018
2.7 Develop communication materials, tools and events to engage the general public about successes and stories within the Aboriginal and Torres Strait Islander community.	•	Work with 2TLP Radio Station and create a program in conjunction with "Our Words Our Art Our Stories". Authors could pre-record or do live readings.	OWOSC/CFCSW	December 2018

3. Opportunities: CCSTD believes in empowering parents and recognises parents as "First Teachers". We acknowledge the gaps in education, health, employment and well-being between Aboriginal and Torres Strait Islander peoples and other Australians. We will support self-determination, social change, and professional development with the desired outcomes being equality and genuine community engagement.

engagement.		T	
Action	Deliverable	Responsibility	Timeline
3.1 Investigate opportunities to improve and increase Aboriginal and Torres Strait Islander employment outcomes within our workplace.	 Advertise all vacancies in Aboriginal and Torres Strait Islander media. Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development and staff retention. 	OM CFCC	March 2019 December 2018
	Collect information on our current Aboriginal and Torres Strait Islander staff to inform future employment opportunities	ОМ	December 2018
	Develop and implement an Aboriginal and Torres Strait Islander Employment and Retention strategy.	CFCC/CFCSW/ CCSTDC	December 2019
	Review HR and recruitment procedures and policies to ensure there are no barriers to Aboriginal and Torres Strait Islander employees and future applicants participating in our workplace.	owosc	December 2018
3.2 Improve links with Cultural Mentoring Networks that assist Aboriginal and Torres Strait Islander peoples within CCSTD's geographical reach.	 Link with existing cultural mentoring organisations. Investigate opportunities to develop a cultural mentoring network within our organisation for existing staff. 	CFCC/OM CFCSW/OM/ CFCC	March 2019 March 2019
3.3 Investigate employment pathway opportunities.	Consult with employment agencies and education services about future partnerships to improve outcomes e.g. traineeships and work experience.	ОМ	March 2019

3.4 Develop CCSTD into a fully functioning Trauma Informed Service. Strengthening reconciliation and working towards "Bridging the Gap" between Aboriginal and Torres Strait Islander peoples and other Australians.	•	Practice and promote a sensitive approach to providing cultural information. Create a CCSTD Service Trauma Policy and Procedures. Use CCSTD's web page as an information link for reconciliation documents, trauma informed practices and cultural learning. Engage schools in "Trauma Informed Care and Practice" to assist in acknowledging trauma and creating learning environments that are safe, flexible and built on trust.	FSFDCC/OM/Admin/ CFCC/OM/OWOSC CFCSW/CCSTDC OM/OWOSC FSFDCC	March 2019 March 2019 December 2019 December 2019
3.5 Provide support and services to Aboriginal and Torres Strait Islander peoples which is flexible, accessible and culturally sensitive, to create and improve leadership, rights and participation.	•	Assist in the development of an Aboriginal Learning Circle that provides culturally appropriate solutions and support for Aboriginal and Torres Strait Islander students. Provide choice, flexibility, and diversity within the programs that we offer participants, organisations and at training.	CFCC/CFCSW OM/FSFDCC/OWOSC/ CFCC	December 2019 March 2019
	•	Encouraging individual control over life choices and self-determination. Aim to grow and develop Our Words Our Art Our Stories Program with the goal of employing an Aboriginal Project Officer. Support the development and running of a local "Bush Playgroup". Providing the opportunity for the playgroup to be run by local Aboriginal and Torres Strait Islander peoples to encourage cultural learning and identity.	OM/OWOSC/CFCC CFCSW/FSFDC/OM	December 2019 December 2019

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I	3.6 Investigate opportunities to incorporate Aboriginal and Torres Strait Islander supplier diversity within our organisation.	•	Review and update procurement policies and procedures to ensure there are no barriers for procuring goods and services from Aboriginal and Torres Strait Islander businesses.	OM/CCSTDC	December 2019
		•	Develop and communicate to staff a list of Aboriginal and Torres Strait Islander businesses that can be used to procure goods and services.	CFCSW	December 2019
		•	Develop at least one commercial relationship with an Aboriginal and/or Torres Strait Islander owned business.	OM/CCSTDC/CFCC	December 2019
		•	Investigate Supply Nation membership.	OWOSC	June 2018
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4. Governance, tracking progress and reporting				
Action	Deliverable	Responsibility	Timeline	
4.1 Report RAP achievements, challenges and learnings to Reconciliation Australia.	 Investigate participating in the RAP Barometer. RWG to collect data for the RAP Impact Measurement questionnaire. 	OWOSC RWG	May 2018 July 2018, July 2019	
	RWG to seek internal approval to submit the RAP Impact Measurement questionnaire to Reconciliation Australia	RWG/OWOSC	August 2018, Aug 2019	
	Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually.	CCSTDC/RWG/OWOSC	Sept 2018, Sept 2019	
4.2 Report RAP achievements, challenges and learnings internally and externally.	 Publically report our RAP achievements, challenges and learnings via CCSTD's website and Facebook page. Internally report RAP achievements, challenges and learnings via staff meetings and committee meetings. Ensure RWG agendas and minutes are 	FSFDC/OWOSC OWOSC/OM	July 2018, July 2019 July 2018, July 2019	
	available to all staff.	OWOSC	Dec 2018, Dec 2019	
4.3 Review, refresh and update RAP.	 Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements. Send draft RAP to Reconciliation Australia for review and feedback. 	OWOSC/RWG/CCSTDC OWOSC	September 2019 November 2019	
	Submit draft RAP to Reconciliation Australia for formal endorsement	OWOSC	February 2020	



Ethan Treadgold

"Rocky Beach"

Old Bar Community Preschool



Zorah C
"Rainbow Bricks"



Noah Rabbas

"Having Fun at the Park"

Old Bar Community Preschool

The artworks used in our RAP are from the 11th Children's Week Art Exhibition, 2017 organised by Child Care Services Taree & Districts. The exhibition is held annually at the Manning Regional Art Gallery.

