

# SHARE & CARE TIMES

**NOVEMBER 2006 Issue 17**

**Welcome once again!**



We hope you enjoy this edition. If you would like to submit an article or even request articles or Information, call Lesley in Administration.

## POOL TABLE FOR SALE



\$1000.00 for table, cues,  
cue stand, balls, triangle and  
chalk.

Table is a slate top (green)

CONTACT: Rhonda Lawrence 96225167



## Suspect Child Abuse

If staff suspect a child receiving services is being or has been abused they should:

- Report their concerns to the Program Manager

- Record all evidence of concern taking particular care to note dates of suspected abuse and providing illustration if appropriate

- Take particular care to avoid the use of subjected questioning techniques on children to gain information and record only what is seen or what a child has said in his / her own word

- The Program Manager will discuss the concerns with the Chief Executive Officer of Share & Care Inc and with the parent / guardian. If still concerned the Program Manager should report their concerns to the Children's Protection Office at the Department of Community Development.

If a staff member is accused of child abuse or suspected of child abuse he / she will be suspended with pay until a formal inquiry has been conducted. This inquiry may be within Share & Care Inc, or by the Department of Community Development or the Police.

If at completion of any inquiry the staff member is found guilty, that staff member will have their employment terminated.

## Insurances

Share & Care Community Services Group will comply with all legal requirements with respect to insurance. Those programs that insure separately must have the policy over viewed by the Board of Management.

The type of insurance cover and level of insurance cover will be decided by the Board of Management after consultation with the insurance broker.

Insurance will include as a minimum:

Public Liability

Workers' Compensation

Property

Contents

Volunteer Insurance

Vehicle Insurance

Directors & Officers Liability

Fire

Theft & Burglary (replacement cost)

Personal & Accident & Public Liability

Professional Indemnity

### **STUDENTS / WORK EXPERIENCE / MAX CLIENTS ETC**

The Chief Executive Officer of Share & Care Community Services Group will ensure that any persons on placement with the service are covered by their University or TAFE. If not, appropriate cover will be arranged.

## SCIENCE TODAY

### Winter Arctic sea ice in drastic decline

The amount of Arctic sea ice is shrinking not only in the summer but in the winter as well, a NASA scientist reported on Wednesday. Researchers are linking the change directly to global warming.

In 2005 and 2006, the extent of winter ice was about 6% smaller than the average amount over the past 26 years. The retreat is also significantly larger than the long-term decrease of 1.5% to 2% in winter ice cover observed per decade over the same time period.

Researchers have long known that warmer temperatures have been causing more and more ice to melt during summer in the northern hemisphere, with the last four summers showing record lows in ice cover.

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### Environmental damage highlighted by Google Earth

Rampant forest destruction, retreating glaciers and explosive urban growth have been highlighted by a partnership between the United Nations and internet search giant Google. Under the scheme, announced by the UN Environment Programme (UNEP) on Wednesday, before-and-after satellite images of 100 global environmental hotspots have been integrated into Google's popular mapping program, Google Earth.

"These satellite pictures are a wake-up call to all of us to look at the sometimes devastating changes we are wreaking on our planet," UNEP chief Achim Steiner said in a statement.

Among the 100 "hotspots" included are the dwindling Amazon rainforest, melting polar ice caps, and the startling declines of Central Asia's Aral Sea and Africa's Lake Chad, shown in satellite images captured between 1963 and 2004. The rapid urbanisation of the US city of Las Vegas, between 1973 and 2000, and southern Chinese metropolis of Shenzhen, between 1979 and 2004, is also shown.

Other crisis points highlighted include the rampant destruction of mangrove forests in Southeast Asia, notably in Thailand and Malaysia, and the effects of open-pit oil exploration in the Athabasca region of Canada's Alberta province.

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### Most corals unable to adapt to warming oceans

Three-quarters of the world's coral reefs may lack the ability to cope with climate change, despite previous optimistic predictions, according to a new review of coral research.

Earlier studies had demonstrated that some corals are able to adapt to warmer water temperatures by forming new, additional symbiotic relationships with algae. But a new analysis of more than 400 coral species suggests that only one-quarter of them would be able to adapt in this way.

These latest findings add to already bleak predictions for the world's coral reefs, which are also threatened by coastal pollution and acidifying oceans. Stressors such as these cause coral to lose the algae that keep it alive by supplying it with nutrients. Even a 1 degree rise in temperature can cause the death of this fragile animal. Some experts have predicted that Australia's Great Barrier Reef will lose 95% of its living coral by 2050.

## BANANA CHIPS-Caribbean/Central America



Who says chips have to be bad for you? This healthy alternative to potato chips is a great way to introduce Caribbean food to kids.

### Ingredients:

- 6 green bananas peeled and sliced in 1/2 inch pieces
- Water to cover
- 1 teaspoon salt
- 1 teaspoon habanero powder (Chilli powder)
- Oil for deep frying

### RECIPES FROM AROUND THE WORLD

Place the banana slices in a large mixing bowl. Cover them with water and mix in the salt and the ground habanero.

Soak the slices for 10 minutes. Next, drain the water and set aside. In a frying pan, heat the oil to 375 degrees F.

Deep-fry the slices until they are golden brown. Remove the chips with a slotted spoon and drain on paper towels.



Yield:  
8 servings

## Board Member Profile



Robert deBurgh has lived and worked in country communities for the past 12 years before settling in Northam in 2002. Rob and his partner Amanda have seven children between them. He is a firm believer in giving back to the community for the benefit of his children.

Rob is the Clerk of Courts in Northam and is also a Justice of the peace. He has been involved with various groups and volunteer organisations ranging from Western Australian Air Training Corps to being a member of a volunteer fire brigade.

### BOARD MEMBER PROFILE: Rob deBurgh

NICKNAME:

Roo dog!

FAVOURITE FOOD:

Anything Italian

FAVOURITE DRINK:

Coke

FAVOURITE MOVIE OR BOOK:

Forrest Gump

Clan of the Cave Bear Series

2 PEOPLE YOU'D INVITE TO DINNER:

Jim Morrison & Jennifer Hawkins

FAVOURITE EXPRESSION:

You're joking!

## Free Unstructured Play Is Essential For Children

### Free Unstructured Play Is Essential For Children

Main Category: Paediatrics News

In order to develop socially, emotionally and cognitively, children need plenty of free, unstructured play - in other words, lots of old-fashioned free playtime, says a report by the American Academy of Paediatrics, called *"The Importance of Play in Promoting Healthy Child Development and Maintaining Strong Parent-Child Bonds."* The American Academy of Paediatrics believes paediatricians should check children's levels of stress, to make sure they are not being overloaded with activities and tasks that are designed to do them good, but could end up having the opposite effect.

Too many children have to give up free play time because their parents, in a bid to help them do well, send them to classes and encourage them to take part in "development activities". Several paediatricians, says the report, are finding that some children are becoming stressed - they are not getting enough 'downtime'. The report says that not only does unstructured play give children time to adjust to a new school setting, but it also allows them to use their creativity, find out what they really like, acquire and practise their social skills, and solve problems. Children who can take part in unstructured free play tend to become more resilient.

The report urges parents to be guided by what their child is like, rather than how well other kids down the road are doing.

#### **The report lists many factors which could contribute towards childhood stress:**

- changes in family structure
- competitive college admissions processes
- federal education policies
- fear a child may fall behind academically
- less physical activity
- a hurried lifestyle

If a child has to live a hurried lifestyle, while at the same time he/she has less free time, he/she can become more stressed and anxious. The report states that some children could even become depressed. Although excelling academically has its benefits, the reports stresses that parental love, role modelling and guidance are what really matter for success in life

## CHANGING SLEEP PATTERNS WITH AGE

EVERYONE knows the benefits of a good night's sleep. But, for some people, sleep does not come easily.

As we get older, our normal sleep patterns – called sleep architecture – change.

Most people (but not all) find that they wake up earlier than they did when they were younger and get tired earlier in the evening.

As well as changes in sleep patterns, which are a normal part of ageing, insomnia and some sleep disorders are also more common among older people.

Concerns about not getting enough sleep may result in seeking help with this, often in the form of taking sleeping tablets.

Unfortunately, using sleeping tablets on a long-term basis can produce problems. Such problems may include confusion, increased risk of falls, tolerance (where, after a while, larger doses of the medication are needed to produce the same effect) or dependency (where stopping the tablet suddenly can cause withdrawal symptoms).

Research has shown that taking sleeping tablets for more than 10 nights in a row may make sleeping difficulties worse.

If you are having any difficulties with sleeping, it is important that you talk to your doctor so that they can determine the cause of the problem and advise you about treatment.

The following hints may also help you get into better sleeping habits:

Get up at the same time each morning, including weekends, even if you have had a disturbed night's sleep

Avoid daytime naps

Find a relaxing bedtime routine, such as having a warm bath

Go to bed when you are tired

Don't read or watch TV in bed

If you are still awake after about 15 minutes of trying to go to sleep, get up and do something in another room (but don't do anything stimulating)

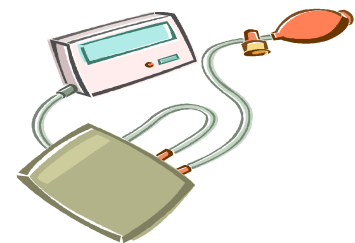
Avoid strenuous exercise late in the evening or a heavy meal just before going to bed

Don't smoke or have excessive alcohol or caffeine drinks (coffee, tea, cocoa, cola) late in the evening

Be active during the day. Regular exercise improves sleep.

If you are already in the habit of taking sleeping tablets on a regular basis, but wish to stop taking them, ask your doctor about ways to help you with this.

It would usually be necessary to stop taking the tablets gradually, taking several weeks or months to stop completely.



Based on an article by Dr Michael Jones first published in Your Doctor.





### FINANCIAL SERVICES:

All programs for financial assistance are busy with the festive season approaching and clients trying to budget. The NILS loans are steady with appliances breaking down as they seem to do just before Xmas.

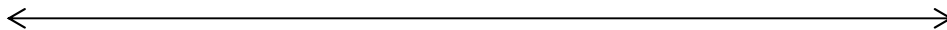


### CHILDREN'S SERVICES:

Child Care Services has been very busy with training for Quality Assurance. Both Family Day Care and Child Care came together on Saturday 4<sup>th</sup> November to listen to Penny Curry from DCD speak on child protection.

Policy and Procedure manuals for our services are near completion of their review and are available for any interested people to look at.

Child care staff are involved in corporate sports at the Rec centre and are doing very well. Susan Atkinson and Rhonda Lawrence celebrate birthdays this month



### WOMEN'S REFUGES:

DJOOKANKA HOUSE - The new staff orientation is now complete and the staff appraisals are due in December. Carol has also completed the Program review and we are required to update some OHS issues. Our client base is steadily increasing, particularly for the Outreach Counselling service, this is due to all the effort Rebecca has put in with regards to community forums.

WAMINDA HOUSE - This month has seen most staff members take annual leave, Jenni is currently on leave and Marg starts hers on Friday. I also had leave which was taken up with me moving house. Several training workshops were also held in October, probably the last for the year.

Our client base is busy as usual. I have been approached to become a member of the Rural Community Legal Service and attended their AGM.



### HOME SUPPORT SERVICES:

**Mental Health Services**—Shane has accepted a position with Avon Youth. Home Support Services wishes him well in his new job and welcomes Merryl who has been promoted to the role.

**Home and Community Care**— Results of the funding rounds should be known by December. Next year it is planned for later in the year.

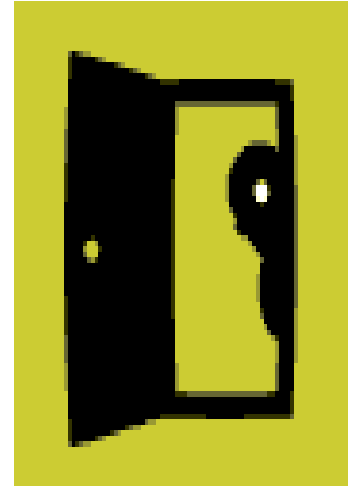
**Community Aged Care Packages**—Results of the submission by Share & Care will be known at the same time as HACC funding.

**General:** Staff positions have been advertised both internally and to the wider community by Administration. Vacancies exist for Support Workers. Ideally we hope for at least three.

**Events:** Melbourne Cup.

## OPEN DOOR POLICY

This means, literally, that every Program Managers door and the CEO's door is open to every employee. The purpose of our open door policy is to encourage open communication, feedback, and discussion about any matter of importance to an employee. Our open door policy means that employees are free to talk with their Program Manager or CEO at any time.



### **Responsibilities Under an Open Door Policy:**

If any area of your work is causing you concern, you have the responsibility to address your concern with your Program Manager. Whether you have a problem, a complaint, a suggestion, or an observation, we want to hear from you. By listening to you, Share & Care is able to improve, to address complaints, and to foster employee understanding of the rationale for practices, processes, and decisions.

### **Before You Pursue the Open Door Policy:**

Most problems can and should be solved in discussion with your immediate supervisor; this is encouraged as your first effort to solve a problem. But, an open door policy means that you may also discuss your issues and concerns with the CEO. No matter how you approach your problem, complaint, or suggestion, you will find Program Managers and the CEO willing to listen and to help bring about a solution or a clarification.

### **Benefits of the Open Door Policy:**

By helping to resolve challenges, Share & Care benefit by gaining valuable insight into possible problems with existing methods, procedures, and approaches.

While there may not be an easy answer or solution to every concern, Share & Care's employees have the opportunity at all times, through the open door policy, to be heard.

## Benefits you will rarely find with other companies

**Are you aware of the benefits Share & Care provide you with?**

**Holiday Pay:** When you have 1-2 weeks of holiday pay paid out instead of taking the time off, technically you are not entitled to the 17% loading. At Share & Care we continue to pay that loading as a way of thanking you for your continued service to our organisation.

**Travel Insurance:** Travelling from home to work and from work to home is not covered by workers compensation in the case of an accident. You would normally be left to sort that out as a private matter. This could mean weeks or even months off work with no incoming pay. At Share & Care we pay an additional insurance on your behalf that ensures that should something untoward happen, you will continue to receive an income for up to 12 months.

**Urgent time off required but no holidays or sick leave left:** On several occasions we have utilised holidays that haven't been due, in one case Long Service Leave accruals that weren't due to get those staff members through a very tough health crisis and maintain a crucial income.

**Flexible work times:** We firmly believe you need to see your son/daughter run in the school carnival, you need to transport a parent to a medical appointment, you need to do some things for family at some stage. At Share & Care, in recognition of the importance of family, we allow those times to be as flexible as we can when we can.

**Children/Ageing Parents in the workplace:** Again in recognition of the balance between family & work, children do come in if they are off colour (not contagious) for the day or if the baby sitter falls through. Parents do come to wait in the lunch rooms until their medical appointment is due or they have come over for the day shopping.

**Salary Sacrifice:** We enable staff to access the Salary Sacrificing process, ensuring you access good tax benefits and end up with a higher hourly rate.

**Training:** We continually provide you with the latest training and development courses that see your skills base increase on a consistent basis.

## Why the additional benefits?

**Because good staff are hard to find, because we genuinely care about staff members and because we want you to stay!**

SOMETIMES A PICTURE IS WORTH A THOUSAND WORDS.....



# Employee & Volunteer Reward System—HELP!

For many years we have struggled with and tried various ways to say thank you to our volunteers and staff.

There are many who do a brilliant job, day in and day out, why? Not just for the money, but because they are truly passionate about the Share & Care ethos of caring for others, and it reflects in your work everyday.

Rather than us trying to find a fair and equitable way to say thank you, to give the recognition you deserve.....

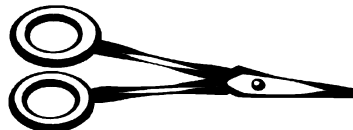


## We want you to come up with the ideas!

Have your say about how best we can show our appreciation—Remember, we have no budget to speak of, so the recognition must be at no cost or minimal cost given the large number of employees and volunteers we now have.

Think about it quietly, talk to your colleagues, you could even make it an item on your staff meeting agenda — we want to know what you want!

If you feel you have an idea that will work, fill in the below and hand in to Wellington Street (head office) by the 1st December 2006



\_\_\_\_\_

Name \_\_\_\_\_

Idea for recognition \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How often should it be presented? \_\_\_\_\_

Who would you like it presented by? \_\_\_\_\_

Formal or informal presentation? \_\_\_\_\_

# **CHILDREN'S BIRTHDAY CAKES**

**MS LOUISE CREES**

**0896221270**

**Excellent rates, delicious cakes!**

## **S & C Mission Statement**

**Share and Care's mission  
is to lead communities  
in Support, Education and Advisory Services.**

### **Values:**

Recognition of the communities rights to equitably access information and services;

Sensitive to the needs of those from cultural and linguistically diverse communities and special needs;

Recognition and appreciation of the diverse skills and values our employees bring to the services delivered;

Provision of philanthropic opportunities;

Development and maintenance of complimentary relationships across all sectors;

Recognition and appreciation of the skills brought by the Board of Management that ensures transparency, accountability, good governance and leadership for the Organisation;

Operate on the best practice models, ensuring delivery of services to the communities are always of the highest standards.

**To acknowledge and encourage  
the continued passion from all who contribute to the Organisation**