

SESSION 1

Overview of Service Trip

- Location – its isolation and issues
- Roles and responsibilities of staff – and - service groups

Reporting to other staff and McKechnie family

- Allocating student/s to take notes and let Dr. Goddard (if not present), Mrs Jay, Mrs Duxbury, Mrs Stubbs and the McKechnie family know what was discussed.
- Report to them after this meeting

Skills Checklist

- Complete checklist individually and hand in – Groups will be allocated at the next meeting

Medical and Dietary information

- Essential that this form is handed in by the next meeting – to ensure all food issues can be met.

What to bring list

- Discuss and add to list

Trip Journal

- Discuss content
- Design cover – At next meeting, it needs to be ready to be attached to schedule for printing

Prayer slips

- Discuss and explain distribution by end of term.

Presentations

- Photography – allocation of people to take photos and present them while at Wickham and when back at PAC (perhaps 1 person per service group)
- Video production - allocation of people to take photos and present while at Wickham and when back at PAC (perhaps 1 person per service group)
- Vine / Harvest – allocation of people to write articles with photos before and after

Prayer

- Pray for decisions made today – the town – the Goscombes – Each other as we prepare our jobs

SERVICE TRIP to Wickham TRAINING

22/05/2012
1:35 PM

SESSION 2

Visit by Mrs Marcia Bill

- Explaining what is like in Brewarrina
- Telling her story
- Preparing students about what to expect and how to respect Kooris
- Any questions from students? – Also can she come back in 4th session if required?

Allocation of team members in groups

- Cooking: Mrs Jay, Students:
- Kids: Mrs Duxbury, Lauren McKechnie, Student Leaders:
- Maintenance: Dr Goddard, Mr McKechnie, Student Leaders:

- Across all groups: Ms. Hazell, Mr and Mrs Stubbs, Goscombe family

Medical / Dietary forms

- These should be all in by TODAY

Group meetings - Divide into your groups until 2.45pm

- Cooking group – Discuss food and send recommendations to Mrs Stubbs (strj@pnc.com.au). Remember that there is limited cooking facilities
- Kids group – The kids program will be run by Josh Goscombe. We will have kids club on Saturday and be involved in the BBQ Church on Sunday afternoon.
Plan some craft activities for about 15-30 primary children. (we will need to confirm with Josh about the themes and what craft he wants) What equipment will you need for the crafts? What songs could you lead? Name tags are a good idea for kids and students. In the past we made headbands and painted names onto them. A great hit!
- Landscaping group/ Maintenance Group – Compile a basic 'What to bring list' and what things to watch out for. Compile a risk assessment for gardening – (e.g. gloves, care of sharp objects, etc.)
Discuss some OHS issues related to your job of painting and cleaning and minor repairs on the Church at Roebourne. Prepare a Risk assessment (e.g. handling of paints, use of gloves, etc.)– Add things needed to 'What to bring list'

Issues relating to each group

- Quickly brief each other regarding your group
- Discuss how to talk with people in the town – Be aware that this is a rural indigenous community as well as being a mining town – people are different to those living in the suburbs

Briefing about Cake Stall in week 9, 19 June

- This Stall is important as it is a part of the team building as well as this raises some money for our service activities
- Money raised is to be used for buying kids craft materials and paints for Church
- What is suitable to cook or bring in – e.g. cup cakes & Cookies & slices– No large cakes to cut!
No NUTS or Nut Products!
- Number of cakes required to raise around \$300 – cost of items (e.g. \$1 or \$2 each)
- Design posters to put around school
- Organise people to put these up during week 6
- Advertise in the Vine prior to stall
- Money needed for change and containers – Plastic gloves and napkins

- Allocation of jobs – permission to leave period 2 early and return to period 3 late
- Organise a time to meet during week 8 to finalise the stall.

Reporting to other staff, Mrs. Stubbs and McKechnie family about today's meeting

Prayer

- Pray for decisions made today – the town – the Goscombes – Each other as we prepare our jobs

Future training dates

- Week 7 – Finalise Cake stall
- Tuesday 19 June – Cake Stall at Recess and in period 6 as Junior School leaves
 - Service Groups' preparation – Hand out What to bring lists for service activities —
Emergency numbers and flight details
- Tuesday 14 Sept – Finalisation of all programs

Notes

SESSION 3

Visit by Mrs Marcia Bill

- Explaining what life is like in Brewarrina
- Telling her story
- Preparing students about what to expect and how to respect Kooris
- Any questions from students? –

Medical / Dietary forms

- These should be all in by TODAY

Booklet Design

- How is it going?

Photographs and Video

- Responsibility? No volunteers yet!!!

Briefing about Cake Stall in week 9, 19 June

- This stall is important as it is a part of the team building as well as raising some money for our service activities
- What is suitable to cook or bring in – e.g. cup cakes & Cookies & slices– No large cakes to cut!
No NUTS or Nut Products!
- Number of cakes required to raise around \$300 – cost of items (e.g. \$1 or \$2 each)

Areas of Responsibility:

- Design posters to put around school
- Organise people to put these up during week 8
- Advertise in student announcements- to Senior School
- Green form for permission / safety issues – Ms Hazell
- Money needed for change and containers
- Acquire Plastic gloves and napkins
- Allocation of jobs – permission to leave period 2 early and return to period 3 late
- Location for selling
- Location to store goods from 8am
- Signs?
- Tables- from where?
- Cleaning up

Organise meeting Monday 18 June to finalise the stall.

Group meetings

-

Cooking group –

Kids group – The kids program will be run by Josh Goscombe.

We will have kids club on Saturday and be involved in the BBQ Church on Sunday afternoon.

Plan some craft activities for about 15-30 primary children. (we will need to confirm with Josh about the themes and what craft he wants) What equipment will you need for the crafts? What songs could you lead? Name tags are a good idea for kids and students. In the past we made headbands and painted names onto them. A great hit! Cheap too!

- Landscaping group/ Maintenance Group* – finalise 'What to bring list' to get people to write down. Also remind everyone about what things to watch out for – each other's safety issues.
- Compile a risk assessment for gardening – (e.g. gloves, care of sharp objects, etc.)**
Discuss some OHS issues related to your job of painting and cleaning and minor repairs on the Church at Roebourne. Prepare a Risk assessment (e.g. handling of paints, use of gloves, etc.)– Add things needed to 'What to bring list'

Issues relating to each group

- Quickly brief each other regarding your group
- Discuss how to talk with people in the town – Be aware that this is a rural indigenous community as well as being a mining town – people are different to those living in the suburbs

Reporting to other staff about today's meeting

Prayer

- Pray for decisions made today – the town – the Goscombes – Each other as we prepare our jobs

Future training dates

- Week 9 – Cake stall
- Finalisation of all programs

Notes

SERVICE TRIP to Wickham TRAINING

19/062012
1:35 PM

SESSION 4

Money, Medical and other forms

- ????

Planning for Cake Stall

- Outline of organisation / discussion of logistics

Service Groups

- Confirm that everyone knows what is expected and is ready to go!
- Everyone to assist *Kids team* in their planning – Plan 2 morning sessions of activities (Saturday and Sunday 9.30 to Noon) for about 15-30 primary children Josh Goscombe has prepared a program (see over) including Bible talk, singing, and drama/skits. We will plan details with Josh on the Friday night in Wickham.
- We need to have prepared games to start each session and craft activities.
- Planning: Leading
Games: Saturday-

Sunday-

Craft:

Saturday: _____

Sunday:

Trip Journal

- Will be given out at the airport?

Presentations

- Ensure that Photography, Videoing and Vine/Harvest people are organised

First Aid

- Mrs Duxbury has organised First Aid Kit for travel

Group Activity:

?????????

Final details

- Need for meeting next week. Which day?
- Emergency details to be confirmed.
- Organise remember calls for 12 July

Notes

Josh's planning:

Two sessions: Saturday morning and Sunday morning. The Sunday morning one will effectively be an extended kid's church.

Location: Lions Park

Theme: looking at some of the amazing things Jesus has done. The way we are going to do the talks is by performing a skit that has both leaders and kids involved, followed by me interviewing one of the leaders about what happened, what they were thinking at the time, etc. then summarise the point of the talk/skit from the interview.

Saturday morning

Outline:

Game: ?

Craft: ?

Skit: Jesus calming the wind and the waves

Interview: one of the disciples

Song: Jesus is the mighty mighty king

Skit: Jesus feeding the 5000

Interview: one of the disciples Song: Our

God is a great big God Prayer:

Song: This is the book

Sunday morning

Outline:

Game: ?

Craft: ?

Skit: Jesus healing the paralytic

Interview: a Pharisee

Song: We will praise you (we will rock you) Prayer:

Song (if we have time):

We will be performing all the skits/interviews and some of the songs at BBQ church on Sunday night.

Prayer

- Pray for decisions made today – the town – the Goscombes – Each other as we prepare.