

2 June 2014

Circular to Parents

Dear Parents

Introduction and overview

The purpose of the Cadet Supporters' Group is provide a link between the Australian Army Cadet Unit of St Paul's and the Families of those Cadets. We aim to close the gap between the School, the Cadet Unit, the Cadets themselves and the Parents of our Cadets.

The formal office-bearers are:

Paul Hardie – President
Ken Stansfield – Treasurer
Theresa Coates –Secretary

The representatives from the Cadet Unit (Department of Defence) are:

Lt (AAC) David Gertner
Scott Burton

Meetings are held on the first Monday of each month from 7.00 – 8.00 pm in the Cadet Shed. The meetings are open to any parent that wishes to attend.

Agendas and Minutes are circulated to all Cadet parents.

Earlier in the year Lt Gertner circulated a 'Parade Card' which contained details of the annual cadet calendar for 2014. Details on upcoming events, camps and activities are contained within the body of the minutes. You may wish to refer to these on a monthly basis.

Contact Details

Currently communications are being sent to you at the one nominated email address. **Attached** to this circular is a **Contact Details Form** for you to complete and return if you would like to provide additional contact details and/or information.

We are considering compiling a booklet of Cadets and their parents contact details in order to assist parents in carpooling etc. If you wish to be part of this booklet please ensure that you complete the 'authorization' section and sign and date the Contact Details Form attached. We cannot include your details without your express authorization but we strongly urge you to confirm your interest in being included as it will form the most effective way of the Cadet Unit keeping you 'in the loop'.

A few parents have indicated to Committee Members that they are not receiving communications. If you are aware of a parent that is not receiving communication please pass this communication on to

them so that they can update/confirm their details. Our aim is to ensure that we have all parents' current details on our distribution list. If your details change, please let us know so we can update our records.

Survey – What would you like to know? What would assist you?

Given our purpose is to act as facilitator of sorts, we considered it appropriate to seek input from Cadet parents on what information and/or communication forums would be of value to parents in helping them to support their Cadet and hence the Cadet Unit at SPS.

Accordingly, we would appreciate it if you could please take a few moments to complete the **Survey Form attached**. Once completed please return it as soon as possible but preferably by June 30th 2014.

Where to return completed documents

Please return the completed Contact Details Form and Survey Form, at your earliest convenience, to:

Mr Paul Hardie,
President
Cadet Supports' Group

by either email to paul.hardie@bjball.com.au, by delivery to the Cadet Shed, or by delivery to Tooth Centre Reception.

Thank you for your interest and we very much look forward to helping you support your cadet and the Unit.

Kind regards

Paul Hardie
President

St Paul's School (Bald Hills) Supporters' Association Inc.

Cadet Supporters' Group

2 June 2014

**CONTACT DETAILS FORM
AUTHORISATION TO SHARE CONTACT INFORMATION**

To: The President, Cadet Supporters' Group

I/We set out below our contact details for the purposes of receiving information from the Cadet Supporters' Group and enabling cadet parents and other relevant persons to make contact with us:

CADET NAME GRADE IN 2014	
CARER/PARENT NAME/S	
TELEPHONE NUMBER/S	Mobile 1: Mobile 2: Home: Other:
EMAIL ADDRESS/S	Email 1: Email 2:
HOME ADDRESS/S	Address 1: Address 2:

AUTHORISATION

I/We would like to share my/our information with other parents and the Representatives of the Cadet Supporter's Group, and I/we authorize the publication and distribution of the above information for the St Paul's Cadet community.

Name: _____ Date: ____/____/20__

Signature: _____

St Paul's School (Bald Hills) Supporters' Association Inc.

Cadet Supporters' Group

2 June 2014

PARENT FORM

Help us to support you and your Cadet by providing us with your feedback and comments:

Q1: What things that are currently in place do you currently find most helpful to you and your cadet (examples: training nights and times)?

Q2: What do you find the most challenging aspects of your son/daughter being involved in Cadets (examples: drop off & pickup for activities camps, understanding what activities are on, etc.)? Please also provide any suggestions for improvement.

Q3: What would you like more information on (examples: understanding the acronyms/abbreviations used, understanding Cadet ranks and how my Cadet progresses etc.)?

Q4: What forum/s would most suit you to receive information (tick all relevant)

A: Fact Sheet/s	
B: Regular newsletter	
C: Information Session (specify preference for days and times e.g. Monday evenings while cadets is on; evenings; weekends etc)	
D: Other – please specify	

Q5: Do you have any other comments or suggestions? If so, please provide details below:

Thank you for taking the time to provide your comments and suggestions.

Paul Hardie
President
Cadet Supporters' Group

Carer/Parent Name: _____ Date: ____/____/20__

Cadet Name _____