



MEETING MINUTES: 4 LITTLE CHECKS MEETING
DATE: THURSDAY 22ND NOVEMBER 2018
TIME: 9.30AM-11.30AM
VENUE: DARIUS WELLS

Attended: Susie, Anna, Joan, Annette, Sharlene

Apologies: Jane, Hilda, Louise

NEWS

- Sharlene has send some parents who participated in the trial a follow up email and phone call, limited response was returned. The next step is to email the letter to the Centres and ask them to pass on to the parents.
- Anna advised that the kindy her daughter is due to attend are doing 4-Year-old health check. These checks are conducted in school by the school nurse, although checks can be completed by other health professionals.
- CoC have been invoiced by Child Australia for the passports handed out at the Teddy Bears picnic.

PROGRESS

- Rapid Trial Updates - Jane attended the JCC meeting and discussed the 2-year-old rapid trial and future funding, approximate costs for the trial is \$44,000. The JCC have given approval to go ahead with the second stage of the trial, other sources of funding will be sought, any shortfall will be covered by member departments of the JCC. Part of the funding will be used on the specialist equipment and train educators on how to use it.
- Me@ 2 and messaging -
 - Positive messaging – it was suggested to concentrating on the messaging around 2 year old checks and the importance of them and leave broader positive messaging ideas until a later date.
 - Toolkit on how to use the passports – it was agreed that it would be a great idea for a toolkit on how to use the passports, that way we can give the passports to different agencies who then can use them, without a member of the team assisting. Sharlene has agreed to create this toolkit. Belinda, Joan and Sharlene to meet prior to the Froggies event and review the toolkit.
 - Data Collecting - how do we know that the Me@2 is having an impact? How can we collect information? Susie has agreed to send Sharlene a survey that the Paint Kwinana REaD use to evaluate their data.
 - All services/agencies are to promote the 2 year old health checks in their own area – CoC are willing to get banners printed to promote and use at their events
- Form subgroups for rapid trial 1) Universal strategies that include Me@2 for Cockburn and Kwinana, developing education and information on early intervention, 2) Co design of next trial. Who wants to be involved in each group? As there was low attendance at the meeting this can be discussed later
- Breathe Blow and Cough – Meerilinga Family Centre have trialled this a few months ago, it has proven to be successful. They downloaded the resources for the program from the Northern Territory. Can Centres do something similar and make up our own guidelines? CCK will follow up with The Smith Family and find out more information on the Breathe, Blow and Cough program. In the past there has been no

evaluation for the Breathe, Blow and Cough, how can we evaluate this program, can Health advise?
Susie has agreed to forward the Breathe, Blow and Cough clips onto Joan.

- Sharlene presented the latest data on Child Health check schedule. Please contact CCK if you would like a copy of this.

NEW IDEAS

Promotion of 2-Year-Old Health Check & M2@ passports:

- A gold coin donation is required for the passport
- Froggies event Saturday 19th January 2018, Joan will forward the details to CCK for further arrangements. Last year's event 'Fun with Fathers' was a huge success, CCK will support this event with an activity from the passport
- The CoC are participating in a series of pop up nature play sessions, these will be in 3 different locations. Educated by nature will attend each event, the logs, tires, nature play items etc are left at each location for a period of 9 days. On the day each park opens the passport can be promoted along with an activity relating to the passport
- Coogee Live – 9th & 10th March 2018, can CCK attend the event and participate in an activity with the younger children, such as making mud pies? This would be through the organisation group and have a cost
- Banners – what wording? Have you had your 2-year-old health check? CoC have agreed to produce banners for their events. Wording to be discussed further at the next meeting

FOR ACTION

ACTION	RESPONSIBILITY	BY WHEN
Rapid trial follow up letter to parents be sent out via Child Care Centres	Sharlene	29 th Nov
Toolkit on how to use and promote the Me@2 passports	Sharlene	4 th Dec
Approach City of Kwinana to provide a staff member to attend future meetings	Jane	24 th Dec
Follow up with Paula from Smith Family to release BBC pack for start of 2019 school year	Jane	24 th Dec
Meeting arranged with Belinda, Joan and Sharlene to review the toolkit for the Me@2 passport	Sharlene	6 th Dec
Paint Kwinana REaD survey/evaluation process to be sent to Sharlene.	Susie	25 th Nov
Breathe, Blow and Cough links, information and clips to be sent to Joan.	Susie	26 th Nov

Next Meeting: Thursday 17th January 2019
Time: 9.30am-11.30am
Venue: Yangebup Family Centre
RSVP: info@connecting4kids.com.au



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