



HECIS Report | 2025

12 Stewart Street, South Windsor NSW 2756
Phone: 02 4587 7277
Email: info@hecis.org.au
Website: www.hecis.org.au

Message from the President

A warm welcome to our client families, committee members, staff and anyone with an interest in the HECIS service and early childhood intervention (ECI) in general.

2024 was a challenging year for HECIS Staff with a new Client Relationship Management Program (Splose) being introduced and with staff moving to online completion of reports. Some teething problems were experienced, with Staff calling on some Management Committee Members to assist with managing issues created by the changes.

In 2024 our caseload rosters remained full for most of the year, with a waitlist being maintained for those awaiting supports. Most children on the waiting list were able to be supported during the year.

We continue to provide Assessment and Referral Services under our Advisory Program with a high demand for this program from families and local Education & Care Services. We are continuing to receive assessment referrals from Centre's outside of the Hawkesbury LGA (our funding area), and we are undertaking these assessments (where possible) from our private income resources.

The Department Education continues to approve funding (Start Strong Pathways Program) to continue with both the Advisory Program (referral and assessment screening) and to continue to provide an open playgroup for the families of the Hawkesbury. Our Playgroup continues to be well utilized by families and we are approaching attendance levels where we may need to restrict numbers and offer a waitlist for potential families.

HECIS Financial Reports indicate that during 2024 we again needed to use some of our cash reserves to cover a shortfall in our Trading Profit and Loss, however HECIS remains in a position of solvency.

Thank you Staff and Management Committee Members who have continued to guide our Service through another busy year. Your contributions have been invaluable, and I thank you for your efforts.

We welcome all feedback, comments and suggestions from our client families, members and other HECIS Service users. Please email us on info@hecis.org.au or post to 12 Stewart Street, South Windsor 2756.

Thanks for reading,

Emma Charlton

President HECIS

HECIS

Vision and Values

The Staff and Management Committee of Hawkesbury Early Childhood Intervention Service believe in:

- The right of children with special needs to be provided with a range of services that meet their needs and promote optimal growth and development.
- The right of children with special needs to gain access to mainstream services as appropriate for the individual child and for their inclusion into such services to be positively supported and professionally facilitated.
- The right of families who have a child with special needs to access services available within their own community.
- The right of children with special needs to be valued as individuals with strengths and abilities who can contribute to their environment in many positive ways.



- The right of families to be supported in their parenting role and to be encouraged to have input into their child's Individual Education Program and the services provided by HECIS.



HECIS Staff facilitate this by:

- Open communication, sharing of information, ideas and abilities.
- Engaging in respectful and responsive relationships with client/families and other professionals and agencies.
- Respecting families' personal beliefs, culture and heritage.
- Being active in their own learning and critically reflect and adjust their practices accordingly.
- Being committed to achieving best practice, quality outcomes, confidentiality and continuous self-improvement/development.

HECIS CoOrdinator's Report

In 2024 HECIS has continued to provide advice, assessments, referral, and special education support to children and their families in the Hawkesbury LGA with assistance of:

Dept. of Education(Start Strong Pathways Program) for:

- Early Childhood & Care grants for the Advisory program
- Open playgroup

HECIS continues as a registered service provider for the NDIS offering Early Childhood Early Intervention Supports to participants, being re-accredited in 2022 and an interim mid-term audit scheduled for May 2025. HECIS continues to expand our service delivery area into surrounding regions (where staffing can support this).

The HECIS Speech Therapy Program continues to be in high demand, providing speech therapy to

- NDIS Participants with a NDIS Plan

HECIS Staff continue to collaborate with other services and professionals in the area, and forging new networks and links outside the Hawkesbury

- Speech, OT and other therapists both private, and at Hawkesbury Area Health
- Hawkesbury Community Interagency with other disability and community support organisations
- ECIA (NSW Chapter)

I thank our HECIS Staff for generally embracing the online changes this year, including the Splose management program and working cooperatively together as a team to ensure HECIS delivers a professional standard of service at all times.

Staff continue to develop new and innovative ways to deliver ECEI supports and as a result HECIS continues to be a strong provider of ECEI programs and supports to the children and families of the Hawkesbury and surrounding areas.

We have re-implemented regular face to face staff meetings for Education Support Staff and quarterly all-in staff meetings to discuss greater issues and ideas. I look forward to the HECIS Staff continuing to work collaboratively together demonstrating the strong teamwork and mentoring of all staff members that we have experienced in previous years .

Tracy Brown

HECIS CoOrdinator

Reports and outcomes for our individual programs are:

Advisory Program

The funding for this program is provided by *Department of Education* under the Early Childhood Education and Care Grants Program (Start Strong Pathways Program) and has been renewed for 2023/2024.

The funding body's aim of this program is to enhance children's early learning and developmental outcomes.

The HECIS Advisory Program provides:

- Special education services including screening of speech and language skills, pre-academic/cognitive skills, fine and gross motor skills, social and behavioural development.
- Suggestions for individualised programs and teaching strategies
- Professional support for Early Child Care staff
- Advice and support for parents/families
- Advice regarding referrals to other professionals and support services

Some families return to HECIS for NDIS ECEI Supports if approved for NDIS funding.

The HECIS Playgroup Program

The HECIS Open Playgroup Program providing:

- A Special Education Teacher and EI Support Assistant and is open to any family
- Families may self-refer their child for the HECIS Advisory program for an assessment/screener
- The playgroup also provides support for families and links into the local community.
- The playgroup program supports each child's interests, abilities and family culture and encourages parent/family involvement in the playgroup.

This program has been well supported with a regular roster of families each week (approx. 12 families)

The Early Intervention Program – NDIS ECEI Education Supports

- A Special Education Support Teacher (or EI Support Worker under the ECEI Programmed support category) works on a 1:1 basis with the child and in small groups, as is appropriate, (at the child care service or school) on a regular basis, depending on the identified needs of the child, family and child care staff, being guided by the participant's plan goals.
- Provides support and assistance to 'build capacity' with families, child care centre staff and others involved in the child's care and learning to increase their knowledge, skills and abilities to support the child in all areas of their life and their environment

The Early Intervention Program – Speech Therapy Supports

- Our highly experienced and qualified Speech Therapist implements individualized programs and supports to achieve NDIS goals across the child's learning environments (child care service or school)

2024 Membership and Management Committee

Our 2024 membership consisted of 6 members.

Our Management Committee for 2023 consisted of 4 Executive members and 2 general members.

Committee members included Child Care Centre staff.

We sincerely thank the 2024 Management Committee members for their continued support of our service by contributing your time and expertise to our management during this year. Your involvement has been vital in continuing to navigate us through another year of challenges, growth and change.

Looking Forward

Finance:

Education & Communities (ECEC) – Funding agreement continues in 2025

NDIS (Provider income from participants under a plan) – Outgoing service agreements

Programs:

- Our Advisory programs will continue to be offered
- HECIS Open Playgroup – Mondays 10am to 12pm
- NDIS Provider supports (Education, Speech Therapy) – for children with an individual NDIS plan that complete a service agreement with HECIS, and is funded from the child's plan.
- Private supports (Education, Speech Therapy) – for children where the family/carer has elected to pay for private supports.

Staffing:

The HECIS Staff are dedicated and professional, work well as a team, offering great mentoring and support to each other. They seek to build strong relationships with the child & family, child care centre staff and allied health and other professionals working with the child.

HECIS Staff are active in their development and training and share their knowledge and resources with the other staff of HECIS and the early education and care centres, and are one of HECIS' greatest resources.

HECIS is supported by committed leadership through our Committee Executive and Management staff who will be relied upon to guide us through the future.

Resources and Financial Management

Treasurers Report

The financial reporting period for HECIS is 31st December of each year.

Funding for Communities & Justice is acquitted as at end of calendar year each year (30th June).

HECIS Financial reports are prepared and audited by **mtwo accounting partners**, and are presented at the AGM in the following March (unless postponed to a later date). The full financial reports for 2024 are available for viewing at the HECIS office.

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HAWKESBURY EARLY CHILDHOOD INTERVENTION SERVICE INC

ABN 77 638 834 599

Balance Sheet as at 31 December 2024

	Note	2024 \$	2023 \$
Assets			
Current Assets			
Cash assets	2	593,544.74	598,616.24
Receivables	3	969.95	3,311.73
Total Current Assets		594,514.69	601,927.97
Non-Current Assets			
Property, plant and equipment	4	211.82	246.91
Total Non-Current Assets		211.82	246.91
Total Assets		594,726.51	602,174.88
Liabilities			
Current Liabilities			
Current tax liabilities	5	7,846.29	9,586.86
Provisions	6	94,765.23	94,765.23
Total Current Liabilities		102,611.52	104,352.09
Total Liabilities		102,611.52	104,352.09
Net Assets		492,114.99	497,822.79
Members' Funds			
Retained profits		492,114.99	497,822.79
Total Members' Funds		492,114.99	497,822.79

HAWKESBURY EARLY CHILDHOOD INTERVENTION SERVICE INC

ABN 77 638 834 599

**Income and Expenditure Statement
For the year ended 31 December 2024**

	2024 \$	2023 \$
Income		
DEC Education/Communities	94,166.66	86,924.96
NDIA Plan Funded Income	414,964.47	410,152.17
Speech therapy NDIS	56,063.11	44,908.68
OT Therapy NDIS Income	0.00	37,056.83
Private Agreement Income	0.00	4,351.88
Interest received	12,936.49	9,793.59
Other income	974.91	4,679.66
Total income	579,105.64	597,867.77
Expenses		
Advertising	267.33	3,472.14
ADHC Accreditation Expense	0.00	7,448.15
Audit fees	3,538.17	3,500.00
Bad debts	2,327.88	0.00
Bank fees and charges	76.48	79.78
Computer expenses	5,608.38	4,201.35
Cleaning/rubbish removal	8,391.11	6,558.74
Craft & consumables	0.00	146.82
Depreciation	35.09	26.00
Electrical, Supplies etc	3,504.64	2,135.50
Financial and payroll services	420.00	0.00
Insurance	10,487.99	9,391.07
Insurance - workers comp	2,804.04	0.00
Insurance - workers comp	9,095.02	5,621.38
Outdoor Garden Expenses	0.00	329.43
Playgroup Supplies	36.36	32.74
Printing, Postage & Stationery	6,599.81	9,251.27
Equipment & Books etc	2,451.14	10,877.58
Repairs & Maintenance	0.00	20,173.56
Repat & maintenance	0.00	115.92
Security, Prog Maint and Audit	1,648.49	1,264.34
Staff amenities	1,652.06	1,945.19
Staff training	905.00	2,147.95
Staff uniform	0.00	159.54
Subscriptions	2,281.75	1,298.18

The accompanying notes form part of these financial statements.

HAWKESBURY EARLY CHILDHOOD INTERVENTION SERVICE INC

ABN 77 638 834 599

**Income and Expenditure Statement
For the year ended 31 December 2024**

	2024	2023
	\$	\$
Sundry Expense	237.20	139.02
Superannuation - Early Ed	8,932.10	5,444.10
Superannuation - Early Ed	34,018.67	39,469.13
Superannuation - admin	3,532.11	3,359.08
Superannuation - speech therapy	3,474.90	3,133.25
Superannuation-OT Therapy	0.00	2,246.63
Telephone/Internet/Website	4,733.95	4,835.77
Travel allowance	0.00	2,409.48
Travel allowance	1,007.33	1,231.83
Travel allowance	21,528.07	20,836.22
Travel allowance	1,648.64	1,601.72
Wages-Cleaning	0.00	600.00
Wages - Early Ed	77,670.53	58,991.83
Wages - Early Ed	303,697.87	357,503.72
Wages - admin	31,357.01	31,156.00
Wages - speech therapy	30,844.32	29,070.25
Wages-OT therapy	0.00	21,120.58
Total expenses	584,813.44	673,325.24
Profit (loss) from ordinary activities before income tax	(5,707.80)	(75,457.47)
Income tax revenue relating to ordinary activities	0.00	0.00
Net profit (loss) attributable to the association	(5,707.80)	(75,457.47)
Total changes in equity of the association	(5,707.80)	(75,457.47)
Opening retained profits	497,822.79	573,280.26
Net profit (loss) attributable to the association	(5,707.80)	(75,457.47)
Closing retained profits	492,114.99	497,822.79