



ANNUAL REPORT 2022

FOUNDATION LEARNING CENTRE



WELCOME TO FOUNDATION LEARNING CENTRE...

Foundation Learning Centre acknowledges and pays respect to the past, present and future Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

We are a not for profit, progressive leader in community development and education. Foundation Learning Centre is a Learn Local, Non-School Senior Secondary Provider, Registered Training Organisation and Neighbourhood House. Foundation Learning Centre is a Child Safe Organisation and is committed to providing a safe environment for all children and young people.

OUR VISION

To be a leader in Community education, with the intended goal to improve the lives of people through innovative learning and support.

OUR MISSION

To provide vocational education as a primary purpose, as well as learning, community development and support.

OUR VALUES

Dedicated. Inclusive. Nurture. Respect. Integrity

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OUR BOARD

PRESIDENT Helen Storr



Helen is a born and bred Melbournian and a City of Casey resident for 34 years. She has been involved in many Casey community organisations, including the very early days with Foundation Learning Centre. She has both lived and worked in Casey over the years and has passionately committed herself to assisting and supporting the community to grow.

Helen is a life-long educator, having worked in the Victorian Education Department for 37 years including in School Principal, Regional Leader and Central contributor roles throughout her career. She has been involved in opening new schools, merging schools and closing schools, all requiring extensive skills in both strategic and people focused communication.

In 2010 Helen decided to reinvent herself as an Executive Consultant and Professional Coach. Helen is now recognised as an internationally accredited coach (PCC) with the International Coach Federation (ICF) holding a number of leadership roles over the years, including President of the ICF Victorian Branch for 8 years. Most of her work is in Government bodies such as Health, Education, DWELP and numerous Vocational Education settings.

In her spare time she volunteers for a number of organisations including Foundation Learning Centre, Women Making It Work, 9th Division Sappers Association, ICF Mentoring and Supervision. She loves to travel when able, supporting her children and their families, and spends lots of her time playing with her grandchildren.

OUR BOARD OF MANAGEMENT

From the outset of operations in 1981, Foundation Learning Centre has been managed as an incorporated body under the provisions of the Associations Incorporation Act of 1981.

The control of the organisation was vested in a Committee of Management by the members. In the year 2000, the committee changed to a Board of Management with a governance charter.

The members of the board are elected by FLC members at the Annual General Meeting and appointed for a term of three years. In their capacity, they have responsibility for the sound and proper governance of the organisation through delegated lines of command and responsibility with the Chief Executive Officer.

PRESIDENT Helen Storr

VICE PRESIDENT Ben Clissold

SECRETARY Kara Norton-Jones

TREASURER Andrea Moddy

GENERAL COMMITTEE Lorraine Sebastian Michelle McCormack Craig Nicolls Tushar Mehta Mary Jensen Ken Wood

OUR STAFF

CHIEF EXECUTIVE OFFICER Sarah Lynch

GENERAL MANAGER Tina Bampton

FINANCE CHIEF FINANCIAL OFFICER: Cathy Hodgson SENIOR BOOK KEEPER: Claire Stedmans BOOK KEEPER: Rosemary Powell

COMPLIANCE COMPLIANCE & TRAINING MANAGER: Bron O'Callaghan COMPLIANCE, REPORTING & ANALYSIS OFFICER: Dinushi Guansekara COMPLIANCE ASSISTANT: Julie Clay ENROLMENTS & ADMISSIONS OFFICER: Tracie Harrak

OPERATIONS OPERATIONS MANAGER: Tania Sacco

EXECUTIVE ASSISTANT / DESIGN & EVENTS Brianna Lorenz

YOUTH EDUCATION HEAD OF DEPARTMENT: Fiona Barrientos VCAL TEAM LEADER - CASEY CAMPUS: Stacey Wilkins VCAL TEAM LEADER - PENINSULA CAMPUS: Loretta Lloyd LEARNING & CURRICULUM COORDINATOR: Daniella Maloney ADMINISTRATOR: Tracie Harrak & Jennifer Naylor YPEP CHILDCARE SUPPORT WORKER: Donna Strickleton

EARLY INTERVENTION & RE-ENGAGEMENT EDUCATION HEAD OF DEPARTMENT: Lauren Pearce EIR CASEY TEAM LEADER: Nic Millwood ADMINISTRATION OFFICER: Jenny Peck

ADULT EDUCATION HEAD OF DEPARTMENT: Fiona Barrientos VET TEAM LEADER: Melinda Brown ADMINISTRATION OFFICER: Emma Rus

COMMUNITY EDUCATION HEAD OF DEPARTMENT: Donna Dowler EAL PROGRAM DESIGN & LEAD EDUCATOR: Clea Nicol

STUDENT WELLBEING TEAM LEADER: Pam Elias SUPPORT WORKER: Sarah Dickson, Rachel Menz, Jessica Nash, Emmalee Keegan

ADMINISTRATION OFFICERS: Natalia De La Sota, Venusha Santhuru, Jo Vershaeren

LEAD EDUCATORS & EDUCATORS Belinda Cadd, Belinda Doogood, Belinda Powelsland, Connie Raniolo, Daniella Maloney, Deahnn Johnson, Donna Ansems, Eleni Fitzgerald, Elizabeth Reid, Julie Clay, Julie Clifford, Kai Nu Gu, Lorette Roberts, Mandy Sinclair, Melinda Brown, Melissa Plant, Nathaly Conlan, Osman Sobrie, Patricia Hackett, Sally Wood, Scott Newman, Sobana Hanif, Trudy Scott, Vera Pyne

EDUCATIONAL SUPPORT Aidan Russo, Amanda McIntyre, Courtney Longstaff, Katrina Barry, Vicki Hill

YOUTH SUPPORT WORKER Peta Gubbels

OUR LEADERSHIP TEAM



CHIEF EXECUTIVE OFFICER **Sarah Lynch**

Sarah's original connection to FLC was as a participant in the Early Learning Centre in 1983, when it was then known as Narre Neighbours.

Sarah returned to FLC as a staff member in 2005 and was predominantly involved in the expansion of the Youth Education Department, leading to her becoming the Department Manager in 2008. During this period, she led an incredible team of passionate and highly skilled educators and support workers that changed the lives of so many students. Sarah has over 17 years' experience in Education and Training, alongside qualifications in Dance, Drama, Education & Youth Work.

Through her career, Sarah has witnessed and nurtured the personal growth and individual journeys of many who saw FLC as a new beginning. Sarah is passionate about the community and the concept of lifelong learning. She is committed to ensuring that FLC is there to provide the necessary foundation for future growth and learning of all students and clients.

Sarah is extremely proud of the work that we do support and care-based organisations.



GENERAL MANAGER **Tina Bampton**

As the General Manager at Foundation Learning Centre in Victoria, Tina has worked for this community-based training organisation for 15 years in a variety of roles.

Tina's passion and commitment to the health and wellbeing of others, particularly children, young people and disadvantaged persons can easily be seen through her previous roles with various learning, support and care-based organisations.

In terms of qualifications and professional development Tina has clearly spent many hours developing her knowledge and skills. From her initial qualifications of an Advanced Certificate and an Associate Diploma in the areas of Childcare and Social Sciences Tina moved forward and successfully complete a range of further qualifications including a Certificate IV in Education and Training and a Diploma of Youth Work. Tina was also awarded the 2018 VET International Practitioner Fellowship with the ISS Institute where she studied young pregnant and parenting teens in education within the United States.

Tina lives in the South Eastern Suburbs of Melbourne. Bringing up 3 sons together with her husband, she continues to work hard while enjoying the happiness, and facing all the usual hurdles, of family life. She strives for fairness and equity while taking on new challenges and change with unfaltering focus and determination. Tina thrives on providing programs, education and support to those that need her most - children, young people and the disadvantaged.



CHIEF FINANCIAL OFFICER **Cathy Hodgson**

Cathy Hodgson is the founder of Infocus360 having previously worked as a Virtual CFO in Melbourne with Sequel CFO. After a long career in Head of Finance roles for Medium and Large sized entities across multiple industry sectors, Cathy has years of experience managing large finance teams, improving systems and process, and providing financial reports and analysis to executive teams.

Cathy has come onboard as Chief Financial Officer at FLC and is working closely with our Leadership and Finance teams.



COMPLIANCE & TRAINING MANAGER **Bron O'Callaghan**

Bron commenced working at FLC 15 years ago, initially brought to the organisation as a consultant to assist with the addition of the Certificate III in Hairdressing, now Vogue Academy. During this process Bron began working in the Youth Department as an educator and quickly developed a passion for the cohort, organisational values, and the difference FLC programs make to the lives of our community, young people and their families.

Through involvement with audits Bron established her knowledge and a strong interest in compliance and in 2019, took the opportunity to move into the compliance department. Bron holds qualification across a range of industries, including Hairdressing, Education and Training, Business and Architectural Drafting.



HEAD OF DEPARTMENT: FOUNDATION COLLEGE **Fiona Barrientos**

Fiona first worked at Foundation Learning Centre (then known as Narre Community Learning Centre) from 2007 - 2012 as an Early Childhood Educator and VETiS Coordinator. Over the past ten years Fiona has grown her portfolio working for the YMCA as the Customer Experience Manager of Casey RACE and Casey ARC. Within this role, Fiona lead two large staff teams and rolled out many large programs and initiatives for the YMCA. Fiona also worked for two years in local government for Cardinia Shire Council in their Child and Family team. During this period, she worked closely with community groups and local government representatives in developing processes and programs that aligned with Councils Child, Youth and Family strategy.

Fiona has a great understanding of local community needs having lived within the City of Casey for 19 years. She bases her leadership style on a values-based approach which includes excellent customer service that focuses on establishing solid and professional relationships with all.

Fiona returned to Foundation Learning Centre in 2021 to our YPEP program. In 2022 she moved into our Head of Department position overseeing our Youth and VET programs. Fiona is excited to help make a difference and connect our young people to Foundation Learning Centre, their community and each other.

Fiona looks forward to rolling out new and exciting initiatives that are student lead and inclusive for all and in creating a learning environment that is hands on, safe, fun and exciting.

In her spare time, Fiona enjoys spending time with her three children and husband, going to the football, and supporting her daughters on the netball court.



HEAD OF DEPARTMENT: EARLY INTERVENTION & RE-ENGAGEMENT EDUCATION **Lauren Pearce**

Lauren started working at FLC in 2019 teaching the Certificate I in General Education for Adults in our Youth Education department. Her passion for early intervention was a key factor in her move into our Early Intervention and Re-Engagement department, and Lauren has worked alongside some of our leadership team to develop the RISE program into what it is today.

Lauren has worked extensively in Re-Engagement Education, having previously been part of a specialised Re-Engagement program that saw her focus on students that found main stream school difficult.

Lauren has cultivated a diverse range of skills through her time at various training organisations, and the within the TAFE sector. In addition to this, she comes with more than 15 years of experience in Business Development and Sales and Marketing across a range of different commercial sectors. Lauren's approach is professional and thorough, and she strives to build and maintain strong relationships and to provide transformational opportunities for young people of all back grounds.



HEAD OF DEPARTMENT: COMMUNITY EDUCATION
Donna Dowler

Donna joined Foundation Learning Centre (then NCLC) in 2014 as Administration Manager, following many years of being affiliated with the organisation as the director of Adlib Young Performers.

In that role, Donna worked with many members of the community, supporting their search for social inclusion or learning opportunities.

Donna has worked in numerous roles in many industries as event management, graphic design, and theatre production. Donna has spent most of her adult life involved in community theatre, and in 2011 she was honoured to receive the Lindsay King Arts Award for Performing Arts in Casey, for her contribution to youth theatre.

Donna believes that everyone can aspire to be their best, and learning, at no matter what age or situation, opens up your world.

Donna believes that in this ever changing world, having a central community hub is more important than ever. To connect and learn, in a safe, non-judgemental environment where people can be themselves. The perfect place to take a breath and attend a wellbeing class, to improve your skills in areas you always wanted to try, such as photography or cake decorating or just to meet up with friends and be creative. But also to regain your sense of self, by taking the first step back to a career, or pathway to a new career when all other options seem overwhelming. Donna feels that that is who we are...



OPERATIONS MANAGER
Tania Sacco

Tania Sacco comes to the FLC Operations Manager position with 20+ years experience in the Community Sector and two years at FLC leading our Administration and Customer Service Team.

Tania has a background in Banking, Telecommunications and Security as well as Diplomas and Advanced Diplomas in Management, Project Management and Community Sector Management.

Always a believer in further education, she is currently undertaking a Diploma in Human Resources.

Tania's introduction to FLC was as a parent when her son attended Year 11 in 2017. Having 2 children on the Autism Spectrum, her own experiences have developed into a passion for helping those in the community that are less fortunate.

Tania is a natural networker and brings a positive energy to FLC, ensuring her team is focused on providing that excellent customer service experience and bringing this to the community by living the FLC values.

Tania is a local, residing in nearby Hampton Park and prides herself on the Live Learn Work Local philosophy.



PRESIDENT REPORT

CEO REPORT

I have the pleasure in writing this report as I complete my first year as Chair of Foundation Learning Centre (FLC)

As we moved into 2022, we, as a society moved into a phase of living with COVID 19 after two years of immense disruption to our lives. Although, this new phase led us back to some state of normality, the pandemic hangover endures. The challenges of dealing with the many affects, including mental health remain. Sarah and the FLC Team have continued to manage many of these challenges in a highly professional manner. We know "Leadership" models the culture of all organisations and this has been the case here at FLC. Sarah's leadership has continued to model resilience, passion and patience within every aspect of the organisation and this has resulted in FLC not only surviving, as in the past few years, but thriving as a growing, expanding organisation meeting the needs of the most vulnerable in our community.

I would like to highlight a number of areas of which we are very proud in the 2022.

- Sarah introduced a cultural change at the beginning of 2022 which highlighted "Value Based Leadership" She has successfully embedded a strong culture of 'living the values of the organisation" This is reflected throughout FLC and is at the forefront of all decisions made by all staff.
- The establishment of a Wellbeing Team has also been a highlight in 2022. Led by the highly capable Pam Elias, FLC has been able to support the students by embedding a strong philosophy to develop resilience, strength and adaptability. Student Wellbeing continues to be a high priority at FLC and this Team has already achieved amazing results and we look forward to the continuation of these Programs.
- FLC has continued to develop a strong reputation as a leader in providing education and support for the most vulnerable in our community. This has been achieved through strong advocacy and call for equity from both Sarah and Tina Bampton. They both should be congratulated.
- FLC has also focussed on pandemic recovery from a financial aspect. I am pleased the report a strong financial situation which will be reported by the Treasurer's Report.
- FLC continued to focus on growth and expansion with the opening of a second campus. The Frankston Campus continues to growth and has already doubled its original capacity since its inception mid year. We look forward, with excitement, as this campus continues to expand.
- Sarah continued to advocate for an equitable funding model to sustain our various offerings. She has led a number of new initiatives which are resulting in more sustainable, guaranteed funding avenues.

FLC's most exciting achievement is the ability to finally apply to become an Independent School. This goal has been a major aim for many years and with the support of The Department of Education we are finally able to achieve this. We are confident of success which means we will be able to open Foundation College in 2024 providing the final years of Secondary School Education (Yrs 10-12) to many students who never envisioned they could achieve this. This is the next phase of FLC's growth and we, as a Board are excited to be part of this.

Throughout 2022 we, as Board and Staff have also collaborated to develop a new Strategic Plan for 2023-27. Through an extensive process we have achieved a plan we are all very proud. This will be reported on and launched later in this AGM.

From a Board perspective, we also achieved growth with the expansion of the Board providing an eclectic range of skills. The FLC Board continues to be committed to the highest standards of governance and stewardship. Our commitment to excellence will continue to ensure FLC's viability and growth into the future remains strong. I welcome our new members, thank those who have unfortunately left us, and acknowledge and thank my fellow Board members for their continued and past commitment.

Finally, on behalf of the Board, I truly acknowledge the work of the amazing team Sarah leads at FLC. They remain a passionate, enthusiastic and resilient team who live their values and continue to provide excellence in providing for the wellbeing, safety and education of the community, families and students they serve.

I look forward to continuing to support Sarah and FLC and being part of this amazing organisation into the future

HELEN STORR
BOARD PRESIDENT



2022 was largely a productive and outcome-based year at FLC with significant growth across all areas of the business.

Resuming 'business as normal' and feeling the organisation buzzing again after two incredibly tough years was a highlight which included welcoming many new members of the community to our facilities.

Despite this, the challenges surrounding the pandemic were still prevalent across the year. The major areas of impact were, staff shortages, students' mental health complexities and a significant deterioration in student behaviour within the youth programs, all of which impacted our overall course completions.

Acquiring our Peninsula Campus was an exciting highlight and long-standing achievement of 2022. The replication of FLC in Frankston enabled us to strengthen the provision of learning and wellbeing support opportunities to another LGA and increase FLC student numbers and revenue collectively.

2022 saw the official revamp and launch of our Community Hub space, otherwise known as the Wendy Peck room. This warm and inviting space became the central classroom for community education groups and provided an informal opportunity for members of the community to meet and connect.

With a significant focus on improving staff culture and capacity, FLC implemented a Values Based Leadership Philosophy in 2022. This notion views the FLC values as the compass of our organisation, being embedded and reinforced from staff recruitment through to major changes in operations and strategy.

FLC acknowledged the need to do more for our students and made a commitment to a stronger Wellbeing provision across all programs. The investment in a dedicated Wellbeing Team led by Pam, enhanced FLC's ability to better support and engage students in their learning. This philosophy has become FLC's point of difference in a competitive market for alternative learning environments and focuses on a holistic, trauma informed approach to wellbeing and education collectively.

Thank you to our Students and their Families for choosing FLC and trusting us with your educational journey.

Thank you to our Stakeholders, Peak Bodies and Volunteers. We value your guidance, contributions, loyalty, and support.

Thank you to our valued Partners and Service Providers, Majestic Computer Technology, Infocus 360 Financial Management, Connect Psych EAP, Evans Faull HR, your expertise, and collaboration is paramount to our success.

Thank you to Helen and our Board of Management for your commitment to strong Governance and your investment in FLC 's future success.

Finally, thank you to our staff that work across all Campuses, Departments and Programs. You are our front-line champions and our biggest asset. I commend you for your passion, dedication, creativity, and persistence to making a meaningful difference to the lives of our community.

SARAH LYNCH
CHEIF EXECUTIVE OFFICER





CLEA: CELEBRATING 20 YEARS IN 2022

IN 2022, CLEA NICOL CELEBRATED 20 YEARS AT OUR ORGANISATION!

We asked Clea a few questions about her incredible journey with us...

What first drew you to working at our Organisation?

I initially expressed interest in the Literacy Coordinator's position here because Narre Community Learning Centre (as it was then) had the reputation of being a leading Learn Local organisation in the field of adult education. I gratefully accepted the job offer from Kay Vrieze, the founder of the Centre.

A journey of learning was about to begin for me!

Can you tell us about the students you've taught over the last 20 years?

I feel very privileged to say that I've had the opportunity to work with EAL and Literacy students from about 30 countries. They have come from a wide range of educational and employment backgrounds and their age range has been from 18 to 80. Some had been proud residents and Australian citizens for a number of years, while others had only been in the country for one to two months.

They had enrolled in our courses for many reasons, including the need to participate in everyday life, raise children in a new country, find work and adapt to a new culture. Some students had been coping with trauma related to fleeing conflict or persecution in their own countries, whilst others had the strong desire to create new and better lives for their families and make positive contributions to Australian society.

You've experienced the growth and development of our Organisation first hand, can you tell us about that?

The best way that I can reflect on this, is the occasions on which our premises changed to accommodate growth. 20 years ago, we were working out of the "white house" and the "brown house" on Webb Street. One was number 58, if I can remember correctly. The EAL classes were being run at the Mechanics Institute across the road and VCAL consisted of a literacy and a numeracy class for a small group of students.

To provide space for an anticipated growth in programs, the "moving in" process started at Malcolm Court. At the time, there was a gravel car park for staff to park their cars where the VET building is now! We also had the Craft Shoppe where the community could purchase lovely items. For a more suitable business location, the Craft Shoppe was re-established as part of the Old Cheese Factory in Berwick, and the space was transformed into a multi-use classroom which was used by some of our community groups. In 2011, that space was transformed again and the Vogue Hair Salon was set up, marking the start of the delivery of Hairdressing courses. This would offer an ideal opportunity for students to access great training in a "real world" environment.

When the VET building was built, there was a lot of excitement. We now had a purpose built training facility out of which we could offer quality VET programs for the Youth and Adult students. Another significant development was the beautiful facelift that the classroom, which is now the Community Hub, had. This was created as a quiet, nurturing space for our young parents and their babies as part of the new Young Parents Education Program (YPEP).

Now, as Foundation Learning Centre, the new Frankston campus has been established for the Youth students. The Community Hub at Malcolm Court is enjoyed by the EAL students, other community groups such as the Share and Care group and hirers. The EAL students have the opportunity to study off site at Hillsmeade Early Learning Centre, the Fountain Gate Primary School Community Hub and online.

What is it about working at FLC that you love the most?

At FLC, everyone works to serve the community. Though each area has its own unique role, we are united in our commitment. Being the EAL Program Design Coordinator, I continue to have this enriching experience of working with students from an amazing range of cultures.

I'll take this opportunity to sincerely thank our Head of Department: Community Education, Donna Dowler, for her ongoing leadership and support. I'd also like to thank our EAL educators, Kai Ni Gu and Sobana Hanif who do such incredible work in our outreach programs and are so passionate about the work they do.

I've worked with other wonderful Senior Managers and educators over the years and will always be grateful for the skills and knowledge that I have learnt from them.



WELCOME TO FRANKSTON...

OUR PENINSULA CAMPUS!

In 2022 we opened our brand new campus in Frankston!

Opening an additional campus has been a long standing goal of our Organisation, so when we were approached by the Frankston & Mornington Peninsula Local Learning & Employment Network (FMPLLEN) and the Department of Education to look into delivering youth education programs in the area, we took on this exciting opportunity.

With Chisholm Frankston ceasing delivery of CGEA, and the closure of VCAL provider Skills Plus, there was a real and urgent need for alternative education options for young people. With a high level of social, financial and education disadvantage within the demographic, we saw the opportunity to replicate the services we currently offer at our Casey Campus to another LGA.

In 2021 we started the process of securing a site, and RISE Program (CGEA) classes began from our Wells Street, Frankston location in February of 2022.

Our RISE program continued to grow across the year, and provided students with a close-knit team of staff and peers that would support their educational goals, wellbeing and personal development. Partnerships with local supermarkets and Bunnings provided students with the opportunity to develop additional skills in cooking, building and gardening, through the creating of a thriving herb and vegetable garden in the atrium courtyard.

Students at our Peninsula Campus undertook a wide range of community-based projects that helped develop important workplace and personal development skills.

The addition of VETDSS classes in Certificate II in Animal Care, Certificate II in Community Services and Certificate II in Retail Services gave us the opportunity to meet the need for additional vocational education options for local secondary students.

With the goal of delivering additional youth education programs in 2023, applications were made with the VRQA to be able to deliver the VCE Vocational Major and the Victorian Pathways Certificate from this campus. When this was approved toward the end of 2022, we were thrilled to be able to secure a second tenancy on the same floor that offers two additional classrooms, offices and communal space.

Delivery of the VCE Vocational Major (year 11 & 12) and Victorian Pathways Certificate (Year 10) will commence from 2023.

CLASSES
 NUMBER OF RISE CLASSES WE STARTED 2022 WITH...**2**
 NUMBER OF VETDSS CLASSES WE OFFERED...**4**

PENINSULA STAFF
 NUMBER OF STAFF WHO WORK FROM OUR PENINSULA CAMPUS...**9**

CLASSROOMS
 NUMBER OF BIG CLASSROOMS...**3**

RELAX & RECHARGE
 STUDENT BREAKOUT SPACES...**1**

These quiet spaces include all sorts of resources for students who need some time out of the classroom...

- tables for independent working
- beanbag chairs & cushions
- mindfulness activities & colouring
- board games & fidget toys



STUDENT WELLBEING AT FLC

Foundation Learning Centre offers a comprehensive Student Wellbeing program, lead by Wellbeing Team Leader Pam Elias.

Our aim is to promote and nurture success in our environment. This takes a holistic approach that includes supporting learning at classroom level and assisting our cohort to overcome barriers and build resilience, self-awareness and self esteem.

Our Wellbeing Team is made up of qualified professionals, experienced and dedicated to working with young people. They are totally committed to assisting young people to reach their educational and personal potential through positive, creative interventions both in the classroom and one on one.

2022 was our first 'full' year post-COVID lockdowns, and was a busy year for our team as they supported students with a range of challenges including a significant increase in mental health presentations for conditions such as anxiety and depression, peer relationship issues, family breakdowns and absenteeism.

Our team kept regular contact with students through individual catch ups, as well as presenting at a classroom level on topics that were relevant to the issues they were all experiencing. Staff shortages in the latter part of the year saw our Wellbeing team step in to classes to support educators.

In 2023 we will be presenting the Open Parachute Program as part of our proactive approach to Wellbeing. The Wellbeing team will work collaboratively with Educators to present content that has been designed by Mental Health Professionals as part of Open Parachute.

The aim of the Open Parachute Foundation is to make evidence based mental health training that tackles realistic issues faced by our young people as they navigate their teenage years. The program focuses on building resilience and giving young people the skills they need to make good choices, tackle difficult situations and reach their potential.

Things such as anxiety, inability to focus, becoming overwhelmed and an inability to self-regulate, will be areas addressed by the Wellbeing Team in their presentations, with the aim of increasing engagement and retention of students at FLC.

As well as Wellbeing education, the Wellbeing Team also continues to provide one on one support to assess the needs of students, which can result in referral or secondary consult to provide appropriate Mental Health support.

In order to assist our cohort, having them at school is extremely important. We can only have a positive impact if they are here, so retention of students is key. This means finding processes that support them to stay at school for whole days, regardless of what may be impacting on them.

Students benefit from an alternative space if it becomes difficult for them to be in the classroom. The alternative space provides somewhere for students to go if they are feeling triggered or uncomfortable in the classroom through anxiety or external factors impacting on them. The space provides somewhere to work or a place to ground and settle before returning to the classroom.

The room is monitored by Wellbeing staff who constantly check in to see if students feel able to return to class or if they prefer, to work in the quiet space. Having this space means that students have an opportunity to remain at school instead of going home if they are feeling uncomfortable.



OUR COMMUNITY SPACE...

In 2022 we were delighted to be able to create a special community hub that epitomises our values and offers a welcoming space for all ages to gather, train, have a cuppa, or even enjoy a small function for co-workers or family.

This room has had many manifestations from being the original Narre Warren Library, to a crèche for students and staff, to a classroom, and most recently the home of the Young Parents Education Program.

When the room was transformed into the YPEP learning space in 2018, the room was dedicated to our amazing life member Wendy Pack and has been the perfect place to capture the history, the community, and the memories of our centre. Now, the room has been "reborn" as the home of our Neighbourhood House and Community Education Department.

In the short time that the hub has been running, it has been enjoyed by of our English and Employment classes, our long time Share and Care Group, Craft Group, Crochet Group and Chatty Café'. During the pre-election in November, coffee and muffins were on offer as voters queued in the rain, and had been used as the location of many morning teas, meetings and celebrations!

It is fully self-contained with a kitchenette and toilet, and so has been perfect for small seminars or faith gatherings.

The room is slowly coming together with wonderful images or our community, a breakout corner with jigsaw puzzles, mindful colouring books, and the beginnings of a small exchange library. We look forward to it creating new experiences and memories into the future.





YPEP
STUDENTS WHO CAME WITH BABIES...**5**
BABIES BORN IN 2022...**2**
STUDENTS STILL EXPECTING...**1**



VOGUE ACADEMY
CERTIFICATE III IN
HAIRDRESSING STUDENTS...**11**



HALL HIRE
NUMBER OF HIRERS IN 2022...**86**
58 WERE REGULAR HIRERS!
28 WERE NOT-FOR-PROFITS!



MOST POPULAR COURSE
CERTIFICATE II IN
ANIMAL CARE...**222** STUDENTS!



GRANTS
APPLIED FOR...**13**
RECIEVED...**6**



ACFE HOURS
HOURS DELIVERED...**30,131**



OUR AMAZING TEAM
FLC STAFF MEMBERS...**61**



FACEBOOK
POSTS MADE...**198**
NUMBER OF POST REACTIONS...**3207**
NUMBER OF VISITS TO OUR PAGE...**7071**
NEW PAGE LIKES...**418**



SCHOLARSHIPS
NUMBER OF SCHOLARSHIPS
AWARDED IN 2021 FOR 2022...**6**



VCAL STUDENTS
MALE...**32**
FEMALE...**85**
OTHER...**5**

FLC BY NUMBERS...



Foundation Learning Centre Inc.

ABN: 36 809 112 033

Financial Statements

For the Year Ended 31 December 2022

Foundation Learning Centre Inc.

ABN: 36 809 112 033

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For the Year Ended 31 December 2022

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Foundation Learning Centre Inc.

ABN: 36 809 112 033

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 31 December 2022

	Note	2022 \$	2021 \$
Revenue			
Revenue	4	3,471,158	2,884,674
Other income	4	2,692	493
Total revenue		3,473,850	2,885,167
Expenses			
Employment expenses		(2,499,868)	(2,317,635)
Enterprise expenses		(166,248)	(40,316)
Infrastructure expenses		(583,517)	(480,588)
Learning expenses		(143,864)	(166,342)
Total expenses		(3,393,497)	(3,004,881)
Profit/(loss) for the year		80,353	(119,714)
Other comprehensive income, net of income tax			
Total comprehensive income for the year		80,353	(119,714)

The accompanying notes form part of these financial statements.

Foundation Learning Centre Inc.

ABN: 36 809 112 033

**Statement of Financial Position
As At 31 December 2022**

	Note	2022 \$	2021 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		548,579	334,685
Trade and other receivables	5	93,043	135,784
Term deposits		28,980	15,802
Prepayments		31,195	15,057
TOTAL CURRENT ASSETS		701,797	501,328
NON-CURRENT ASSETS			
Property, plant and equipment	6	46,992	45,481
Right-of-use assets	7	337,616	409,897
TOTAL NON-CURRENT ASSETS		384,608	455,378
TOTAL ASSETS		1,086,405	956,706
LIABILITIES			
CURRENT LIABILITIES			
Lease liabilities	7	30,935	45,063
Trade and other payables	8	199,098	141,023
Borrowings	9	-	6,207
Employee benefits	10	197,450	168,236
Other liabilities	11	5,881	3,240
TOTAL CURRENT LIABILITIES		433,364	363,769
NON-CURRENT LIABILITIES			
Lease liabilities	7	333,884	364,819
Employee benefits	10	20,038	9,352
TOTAL NON-CURRENT LIABILITIES		353,922	374,171
TOTAL LIABILITIES		787,286	737,940
NET ASSETS		299,119	218,766
EQUITY			
Retained earnings		299,119	218,766
TOTAL EQUITY		299,119	218,766

The accompanying notes form part of these financial statements.

Foundation Learning Centre Inc.

ABN: 36 809 112 033

**Statement of Changes in Equity
For the Year Ended 31 December 2022**

	2022	Retained Earnings \$	Total \$
Balance at 1 January 2022		218,766	218,766
Profit/ (loss) for the year		80,353	80,353
Balance at 31 December 2022		299,119	299,119
2021			
Balance at 1 January 2021		338,480	338,480
Profit/ (loss) for the year		(119,714)	(119,714)
Balance at 31 December 2021		218,766	218,766

The accompanying notes form part of these financial statements.

Foundation Learning Centre Inc.

ABN: 36 809 112 033

Statement of Cash Flows**For the Year Ended 31 December 2022**

	2022	2021
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	3,654,319	3,044,362
Payments to suppliers and employees	(3,351,986)	(3,094,425)
Interest received	2,692	493
Interest paid	(18,183)	(2,320)
Net cash provided by/(used in) operating activities	<u>286,842</u>	<u>(51,890)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant and equipment	(8,500)	(15,787)
Purchase of financial assets	(13,178)	(15,802)
Net cash provided by/(used in) investing activities	<u>(21,678)</u>	<u>(31,589)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Payment of lease liabilities	(45,063)	(35,642)
Payment of borrowings	(6,207)	(5,194)
Net cash provided by/(used in) financing activities	<u>(51,270)</u>	<u>(40,836)</u>
Net increase/(decrease) in cash and cash equivalents held	<u>213,894</u>	<u>(124,315)</u>
Cash and cash equivalents at beginning of year	<u>334,685</u>	459,000
Cash and cash equivalents at end of financial year	<u><u>548,579</u></u>	<u>334,685</u>

Foundation Learning Centre Inc.

ABN: 36 809 112 033

Notes to the Financial Statements**For the Year Ended 31 December 2022**

The financial report covers Foundation Learning Centre Inc. as an individual entity. Foundation Learning Centre Inc. is a not-for-profit Association, registered and domiciled in Australia.

The principal activity of the Association for the year ended 31 December 2022 was the provision of education.

The functional and presentation currency of Foundation Learning Centre Inc. is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards - Simplified Disclosures and the *Australian Charities and Not-for-profits Commission Act 2012*.

2 Summary of Significant Accounting Policies**(a) Revenue and other income****Revenue from contracts with customers**

The core principle of AASB 15 is that revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the Association expects to receive in exchange for those goods or services. Revenue is recognised by applying a five-step model as follows:

1. Identify the contract with the customer
2. Identify the performance obligations
3. Determine the transaction price
4. Allocate the transaction price to the performance obligations
5. Recognise revenue as and when control of the performance obligations is transferred

Generally the timing of the payment for sale of goods and rendering of services corresponds closely to the timing of satisfaction of the performance obligations, however where there is a difference, it will result in the recognition of a receivable, contract asset or contract liability.

Specific revenue streams

The revenue recognition policies for the principal revenue streams of the Association are:

Government Funding

The Association's activity is supported by grants received from the City of Casey, the Federal Government and Charitable Trusts Grants received on the condition that specified services are delivered, revenue is recognised as services are performed or conditions fulfilled.

The accompanying notes form part of these financial statements.

Notes to the Financial Statements For the Year Ended 31 December 2022

2 Summary of Significant Accounting Policies

(a) Revenue and other income

Specific revenue streams

Rendering of services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised are recoverable.

Revenue from training services are generally recognised once the training has been delivered.

Other income

Investment income

Investment income comprises of interest received on bank accounts which is recognised when it is credited to bank accounts.

Asset sales

The gain or loss on disposal of all non-current assets and available-for-sale financial investments is determined as the difference between the carrying amount of the asset at the time of the disposal and the proceeds on disposal.

(b) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(c) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(d) Economic Dependence

The association is dependent upon the on-going receipt of Federal, State and local government grants to ensure the ongoing continuance of programs. At the date of this report activities, management has no reason to believe that this financial support will not continue.

Notes to the Financial Statements For the Year Ended 31 December 2022

2 Summary of Significant Accounting Policies

(e) Property, plant and equipment

Each class of plant, equipment and vehicle is carried at cost less where applicable any accumulated depreciation and amortisation and any impairment in value.

Any item of plant, equipment or furniture costing less than \$500 is expensed and is shown in the financial report as equipment costing less than \$500. If an item of equipment forms part of a set or group it is not expensed unless the total cost of the set is less than \$500. Items of plant, equipment or furniture costing between \$500 and \$999 is included as an asset and is fully depreciated in the year of acquisition. Items of plant, equipment and furniture costing more than \$1,000 is depreciated on a straight line basis over the assets estimated useful life to the Association, commencing when the asset is ready for use.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the Association, commencing when the asset is ready for use.

The depreciation rates used for each class of depreciable asset are shown below:

Motor Vehicle	3%-20%
Computer and Electronic Equipment	33.3%-50%
Furniture and Fittings	10%-30%
Plant and Equipment	10%-30%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

(f) Financial instruments

Financial instruments are recognised initially on the date that the Association becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, the Association classifies its financial assets into the following categories, those measured at:

amortised cost

Notes to the Financial Statements For the Year Ended 31 December 2022

2 Summary of Significant Accounting Policies

(f) Financial instruments

Financial assets

fair value through profit or loss - FVTPL

fair value through other comprehensive income - equity instrument (FVOCI - equity)

fair value through other comprehensive income - debt investments (FVOCI - debt)

Financial assets are not reclassified subsequent to their initial recognition unless the Association changes its business model for managing financial assets.

Amortised cost

The Association's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, foreign exchange gains or losses and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

Impairment of financial assets

Impairment of financial assets is recognised on an expected credit loss (ECL) basis for the following assets:

financial assets measured at amortised cost

debt investments measured at FVOCI

When determining whether the credit risk of a financial assets has increased significant since initial recognition and when estimating ECL, the Association considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the Association's historical experience and informed credit assessment and including forward looking information.

The Association uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Association uses the presumption that a financial asset is in default when:

the other party is unlikely to pay its credit obligations to the Association in full, without recourse to the Association to actions such as realising security (if any is held); or

the financial assets is more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the

Notes to the Financial Statements For the Year Ended 31 December 2022

2 Summary of Significant Accounting Policies

(f) Financial instruments

Financial assets

Association in accordance with the contract and the cash flows expected to be received. This is applied using a probability weighted approach.

Other financial assets measured at amortised cost

Impairment of other financial assets measured at amortised cost are determined using the expected credit loss model in AASB 9. On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Financial liabilities

The Association measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Association comprise trade payables, loans and lease liabilities.

(g) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(h) Leases

At inception of a contract, the Association assesses whether a lease exists.

Lessee accounting

The non-lease components included in the lease agreement have been separated and are recognised as an expense as incurred.

The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Association's incremental borrowing rate is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is remeasured whether there is a lease modification, change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI) or a change in the Association's assessment of lease term.

Where the lease liability is remeasured, the right-of-use asset is adjusted to reflect the remeasurement or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Exceptions to lease accounting

The Association has elected to apply the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. The Association recognises the

Notes to the Financial Statements
For the Year Ended 31 December 2022

2 Summary of Significant Accounting Policies

(h) Leases

payments associated with these leases as an expense on a straight-line basis over the lease term.

(i) Employee benefits

Provision is made for the Association's liability for employee benefits, those benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements.

3 Critical Accounting Estimates and Judgments

Those charged with governance make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - useful lives of assets

The Association determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Key estimates - employee benefits provision

The liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

4 Revenue and Other Income

	2022	2021
	\$	\$
Revenue		
Government funding	1,339,483	1,407,980
Joint ventures	-	550,307
Learning income	1,986,228	812,943
Other income	31,040	27,210
Rentals and hiring income	114,407	86,234
	<u>3,471,158</u>	<u>2,884,674</u>

Notes to the Financial Statements
For the Year Ended 31 December 2022

4 Revenue and Other Income

	2022	2021
	\$	\$
Other Income	-	-
Interest income	2,692	493
	<u>2,692</u>	<u>493</u>

5 Trade and Other Receivables

	2022	2021
	\$	\$
CURRENT		
Trade receivables	71,168	41,525
Provision for impairment	(3,803)	(1,250)
	<u>67,365</u>	<u>40,275</u>
Other receivables	25,678	95,509
	<u>93,043</u>	<u>135,784</u>

Notes to the Financial Statements
For the Year Ended 31 December 2022

6 Property, plant and equipment

	2022	2021
	\$	\$
Plant and equipment		
At cost	169,069	169,069
Accumulated depreciation	(162,421)	(161,009)
Total plant and equipment	6,648	8,060
Furniture, fixtures and fittings		
At cost	22,187	13,687
Accumulated depreciation	(2,840)	(690)
Total furniture, fixtures and fittings	19,347	12,997
Motor vehicles		
At cost	41,047	41,047
Accumulated depreciation	(21,249)	(18,421)
Total motor vehicles	19,798	22,626
Computer equipment		
At cost	6,161	6,161
Accumulated depreciation	(4,962)	(4,363)
Total computer equipment	1,199	1,798
Total plant and equipment	46,992	45,481
Total property, plant and equipment	46,992	45,481

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Plant and Equipment	Furniture, Fixtures and Fittings	Motor Vehicles	Computer Equipment	Total
	\$	\$	\$	\$	\$
Year ended 31 December 2022					
Balance at the beginning of year	8,060	12,997	22,626	1,798	45,481
Additions	-	8,500	-	-	8,500
Depreciation expense	(1,412)	(2,150)	(2,828)	(599)	(6,989)
Balance at the end of the year	6,648	19,347	19,798	1,199	46,992

Notes to the Financial Statements
For the Year Ended 31 December 2022

7 Leases

Association as a lessee

The Association has leases over a range of assets including its head office, building for operations and computer equipment.

Terms and conditions of leases

Buildings

The Association leases a building for their corporate office, the lease term is 5 years from 1 January 2022. It includes a renewal option to allow the Association to renew for a further 5 years.

Computers

The Association leases numerous computers for use by students. All computers leased fall under the low value lease exemption.

Right-of-use assets

Year ended 31 December 2022

	Buildings	Computers	Total
	\$	\$	\$
Balance at beginning of year	375,129	34,768	409,897
Depreciation charge	(37,513)	(34,768)	(72,281)
Balance at end of year	337,616	-	337,616

Lease liabilities

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

	< 1 year	1 - 5 years	> 5 years	Total undiscounted lease liabilities	Lease liabilities included in this Statement Of Financial Position
	\$	\$	\$	\$	\$
2022					
Lease liabilities	25,783	190,464	248,737	464,984	364,819
2021					
Lease liabilities	36,307	166,499	298,484	501,290	409,882

Notes to the Financial Statements
For the Year Ended 31 December 2022

7 Leases

(a) Effect on Profit and Loss Statement

Due to the application of AASB 16 - Leases in the 2022 financial year, the association experienced a significant decline to its overall profit figure due to a reduced monthly rental payment for its Frankston building for the first 10 months. The effect on the statement of Profit and Loss is as follows:

	Before application of AASB16	After application of AASB 16	2022 Effect on Profit and Loss
	\$	\$	\$
Rent	25,783	-	25,783
Right of Use Asset - Amortisation	-	37,513	(37,513)
Interest Expense	-	15,474	(15,474)
Total	25,783	52,987	(27,204)

8 Trade and Other Payables

	2022	2021
	\$	\$
CURRENT		
Trade payables	30,638	8,074
GST payable	24,125	33,466
Sundry creditors	92,646	61,606
Bonds	6,150	1,950
Super payable	25,747	18,661
PAYG payable	19,792	17,266
	199,098	141,023

9 Borrowings

	2022	2021
	\$	\$
CURRENT		
Hire purchase liability	-	6,207
	-	6,207

Notes to the Financial Statements
For the Year Ended 31 December 2022

10 Employee Benefits

	2022	2021
	\$	\$
CURRENT		
Long service leave	187,027	151,011
Annual leave	10,423	17,225
	197,450	168,236
NON-CURRENT		
Long service leave	20,038	9,352
	20,038	9,352

11 Other Liabilities

	2022	2021
	\$	\$
CURRENT		
Lease packaging	5,881	3,240
	5,881	3,240

12 Key Management Personnel Disclosures

The remuneration paid to key management personnel of the Association is \$ 279,972 (2021: \$ 250,423).

13 Auditors' Remuneration

	2022	2021
	\$	\$
Remuneration of the auditor rdI.accountants (2021: Morton, Watson & Young) for:		
- auditing or reviewing the financial statements	7,000	6,720
- other services	5,100	-
Total	12,100	6,720

14 Contingencies

In the opinion of those charged with governance, the Association did not have any contingencies at 31 December 2022 (31 December 2021:None).

15 Related Parties

(a) The Association's main related parties are as follows:

Key management personnel - refer to Note 12.

Foundation Learning Centre Inc.

ABN: 36 809 112 033

**Notes to the Financial Statements
For the Year Ended 31 December 2022**

16 Events after the end of the Reporting Period

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Association, the results of those operations or the state of affairs of the Association in future financial years.

17 Statutory Information

The registered office and principal place of business of the Association is:

Foundation Learning Centre Inc.
1 Malcolm Court
Narre Warren VIC 3805

Foundation Learning Centre Inc.

ABN: 36 809 112 033

Responsible Persons' Declaration

The responsible persons declare that in the responsible persons' opinion:

there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and


the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.

Responsible person


.....
Helen Storr

Responsible person


.....
Andrea Moody

Dated 03/05/2023

AUDITOR'S INDEPENDENCE DECLARATION UNDER DIVISION 60 OF THE AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012 TO THE DIRECTORS OF FOUNDATION LEARNING CENTRE

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2022 there have been:

- i. no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not-for-profit Commission Act 2012* in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.



Matthew Hung, CA
rdl.accountants

3 May 2023
Blackburn, Victoria

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF FOUNDATION LEARNING CENTRE

~~SHERUW RQ WKH) QDQFLDO SHERUW~~ □ □

Opinion

We have audited the accompanying financial report of Foundation Learning Centre (the association), which comprises the statement of financial position as at 31 December 2022, the statement of profit or loss and comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the responsible persons' declaration.

In our opinion the financial report of Foundation Learning Centre has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- a. giving a true and fair view of the association's financial position as at 31 December 2022 and of its financial performance for the year ended on that date; and
- b. complying with Australian Accounting Standards – Simplified Disclosure (including Australian Accounting Interpretations) and Division 60 of the *Australian Charities and Not-for-profits Commission Regulations 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the association in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Australian Charities and Not-for-profits Commission Act 2012*, which has been given to the directors of the association, would be in the same terms if given to the directors as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Directors' Responsibility for the Financial Report

The directors of the association are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Simplified Disclosure (including the Australian Accounting Interpretations) and the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- ÷ Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ÷ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- ÷ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ÷ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- ÷ Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Matthew Hung, CA
rdl.accountants

3 May 2023
Blackburn, Victoria



OUR COMMUNITY PARTNERS

THANK YOU TO BAKER MCKENZIE FOR THEIR CONTINUED SUPPORT OF OUR ORGANISATION

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03 9704 7388 | www.foundation.vic.edu.au | enquiries@flc.vic.edu.au