

OCTOBER 2021



OUR VALUES—RESPECT

Recognition, Easy to do business with, Service,
Positivity, Excellence, Collaboration, Trust

OUR SERVICES

Waverley currently employ 310+ adults with special needs, 60+ full time and casual staff across 2 sites located in Notting Hill and Hallam.

Waverley has six divisions specialising in Packaging, Assembly, Catering, Woodwork, Transport and Environmental Services!

Christmas surprise boxes from our Catering team are ready for order! Check out page 4 and 5.

What a great day for our AFL Finals BBQ at work. Check out pages 18 and 19.

Check out page 24 for events coming up on site for all staff and employees.

EMPLOYEE *of the* MONTH

Hallam— August 2021

The Hallam crew has been celebrating stars of the week and we had so many deserving hard working employees. Our employee of the month/star of the month award will be given out to one employee in each group. Our stars are chosen for the some of the following reasons:

- Hard work & Dedication.
- Taking pride in their work.
- Showing leadership.
- Going over and above to get the work done.
- Keeping the place clean, sanitized and safe.
- Excellent attendance and punctuality.
- Great Versatility and Productivity.



AND THE WINNERS FOR THE MONTH ARE:

Hallam 1 - Katie Hopcraft

Hallam 2 - Nick Bruin

Hallam 3 - Scott Huysman

Hallam 4 - Charlie Lesiak

Environmental— Daniel Salim

Great job!

EMPLOYEE *of the* MONTH

Notting Hill—August 2021

Group 1: Danielle White

Group 2: Michael Pratt

Group 3: Sarah Chaplin

Group 4: Daniel Herman

Group 5: Rebecca Wain

Group 6: Sanjay Wijesundera



AND THE WINNER FOR THE MONTH IS

Sarah Chaplin

Sarah comes in to work always with a positive attitude.

She takes initiative in counting stock before setting up the production line.

Assist supervisor in making up samples and setting up production line.

Always assist co- workers in need.

She is a reliable person and willing to learn new things.

Great job!



WHAT'S IN THE BOX?

After our success last year with our Christmas Gift Boxes, the Catering Team are putting the final touches to this years amazing selection!

Keeping it Local & from Regional Victoria, we have sourced out new suppliers including homemade.....

How do you find out more?

Check them out on the next page! And be our friend on Social Media for all the updates



@waverleycateringteam



The Waverley Catering Team

All will be revealed on our website: <https://waverleyindustries.foodstorm.com/>

Presenting Waverley Caterings Christmas Gift Boxes 2021

& here is the really exciting part..... You can get **\$15.00 off per box** for a very short time with an exclusive PROMO code!!! Here's how:

- Available for orders from now until 5th November 2021
- ONLINE ORDERS ONLY

waverleyindustries.foodstorm.com/items/category/click-here-for-gift-boxes wavind.org/catering

Credit Card Payment available online at checkout or invoice will be sent & pay prior to/on collection EFT or Credit Card

FREE PICK UP / SEND HOME WITH EMPLOYEE from Notting Hill or Hallam up until 17 December 2021

Delivery

- until 17 December - \$20 1 box, \$15 per box 2 + -within 40 kms radius Notting Hill
- Contact catering@wavind.org for quotes on all other deliveries, Regional / Interstate / Corporate Purchase 10 + boxes

PROMO Codes

- **WAVFAMILY1** for Gin-gle All the Way
- **WAVFAMILY2** for Santa's Little Helper
- **WAVFAMILY3** for Elf for the World



Gin-gle All the Way



Elf for the World



Santa's Little Helper



WAVNEWS Departmental Updates



UPDATE FROM OUR HR TEAM:

NEW BUDDY PROGRAM UPDATE

Our HR Officers have started to conduct training with our new Buddies at Waverley. Training has started in small groups and in the next few weeks we will have all the Buddies trained up. It was good to see the Buddies that were trained quite engaged and actively participating. Towards the end of the training, while going through the Waverley values, each Buddy took turns to read them out loud and the example provided. Our HR Support Officers trained the new Buddies on what their roles will require and provided all Buddies the handbooks they will use everyday to support their peers. Buddies were told that we may schedule a catch up after a month or two to see how they are going, and Buddies can share their experience that can help them learn from each other and share what they need support with. They were very excited about this and said it would be a good idea! Our HR Support Officers will continue to support our Buddies in their exciting new roles. Stay tuned for our next edition as we will announce who all the buddies are! :)

Thank you Pinewood Bendigo Bank



Just before the latest lock down we were fortunate enough to be the recipient of a grant from Pinewood Community Bank, which we were able to put towards a new TV in the training room for our Special Schools. This provides new capability for the teachers and students alike and has been a welcome upgrade to their classroom. Thank you Pinewood Community Bank for your generosity.



Community Bank
Pinewood



Fun Colour Day

On August 31, we held a colour day at Waverley and encouraged all staff and employees to come in dressed in their favourite colours to brighten up our site. Our HR Officers have come up with a few events till end of year to give our employees and staff a chance to have some fun at work. You can find the next event coming up this month on page 24! Halloween Dress up! Make sure you come in dressed in your scariest costumes!

See below some photos of our Notting Hill staff dressed in their colours for the day!



Rebecca was our **Best Dressed Winner** for the colour day. Rebecca received an award for her colourful outfit. Well done Rebecca!



CRAZY HAIR DAY



Our Crazy Hair Day was a hit! On 13th September, our staff and employees had so much fun coming in with crazy hairdos and wigs. We took plenty of photos to share in the newsletter with everyone that we needed 3 pages to fit the photos in! How great does everyone look! On the left our Group HR Manager Ryan taking a photo with our Notting Hill **Best Crazy Hair Winner** James from Group 2!



Our HR Officer Dave rocking his new hairstyle !

CRAZY HAIR DAY



CRAZY HAIR DAY

So many fantastic photos from the Crazy Hair Day to share! We thought we could also share some fun and interesting facts about hair. Have a read on the right!

FUN HAIR FACTS

The average person has 100,000 – 150,000 strands of hair.

On average, you shed around 50-150 strands of hair a day.

A healthy strand of hair can stretch an additional 30% when it's wet.

At different times, 90% of hair is growing, while the other 10% is resting.

A single hair has a lifespan of about five years.

Hair is made up of mostly keratin, the same substance that makes up most of horses hooves, mane, and tail.



Share Your Story



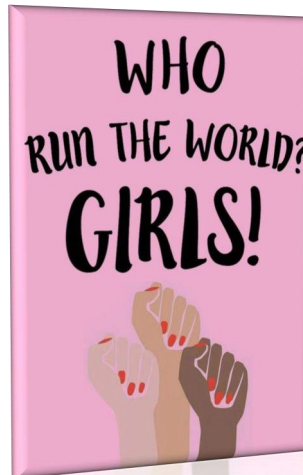
Pregnancy announcement revealed!

The two staff members that are pregnant and expecting in 2022 are:

- **Manda Zoric**—HR Partner at Notting Hill
- **Chirry Williams**—Supervisor at Hallam

Both Manda and Chirry have announced that they are having girls! Exciting times ahead for both of them.

WHO RUNS THE WORLD? GIRLS!



Heather from Hallam sharing a photo of a rug put together.

"My Heather rug has taken me 1.5 years to make. It is bright and colourful with circle shapes. I was very happy when it was finished."

Heather also makes colourful headbands with different beads and has a lot of fun with it and is happy to show them to everyone.

Looks FANSTATIC Heather!

On the right: A very large job our Hallam team worked on. The Hallam employees packed 800 hampers for one of our customers! The hamper included lots of goodies such as nuts, chips, wine and chocolates.

Well done Hallam team! Great work!

Above, Anne from MBC1 continuing the crazy hair and hat day we had at work in the comfort of her own home :) Anne enjoyed the fun day at work. Great photo Anne.

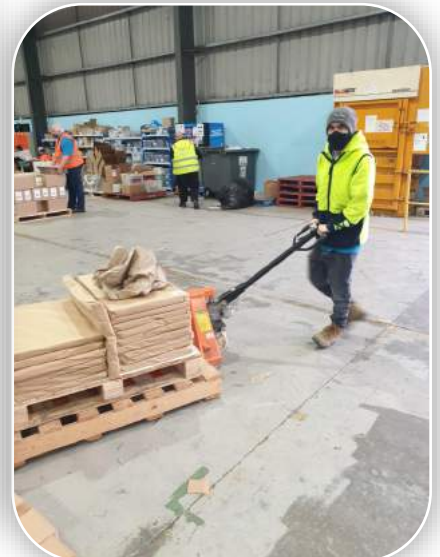
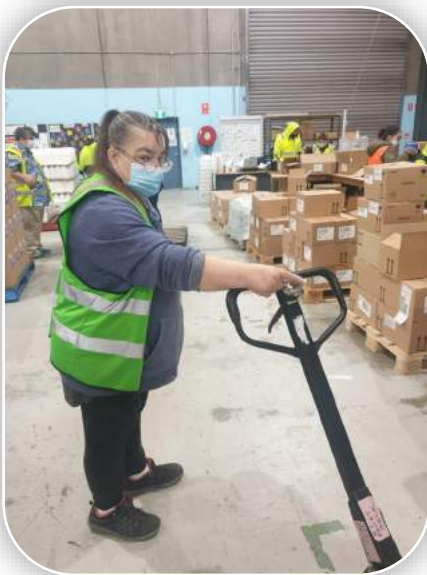




Share Your Story



Nick and Charlie learning how to use the floor sweeper at Hallam. Nick has been using it now for a few weeks and he is very proud of the work he does! Charlie is one of our newest employees at Hallam who has only just learnt to use the sweeper and is going very well. The sweeper is also fitted with the same bell as the pallet jacks which makes it safer for all. Well done Nick and Charlie, keep up the good work!



Above, Keryn, Michael and Zabeh using the pallet jacks with bells attached. We introduced the bells this year to further support the safety of everyone in production as it allows employees to ring the bell when coming through. This is particularly handy for employees that may not have very loud voices and use the bells to make sure everyone is out of the walkway. They have been working very well. Keep it up everyone!



Share Your Story



Above, Matthew from Group 6 is enjoying being out with the Environmental crew. Matthew said he is really enjoying working off site and is currently doing this 3 days a week. Matthew wanted to add this to the newsletter and let all his peers know how much he is enjoying this.

On the left, we also have Wayne, Jake and Matthew out and about collecting litter in the community. They even got to say hello to a few sheep! Keep up the great work!



A BIG congratulations to Jade from Group 4 for becoming a team leader! Jade has joined Waverley in February 2019 and since then has worked on developing many skills, including becoming a group leader. There is a big smile under that mask. Well done Jade, keep up the great work!



Colin from Group 6 has been creating beautiful art-work at home. Colin gave one to Lan and one Logie. Our HR Partner Manda loved them so Colin made sure he brought her on as well. Very nice of you Colin. Thank you for the artwork!

Hallam employees working on a Wizz Fizz job. Matthew and Jared showing their great work they have done so far. Well done Hallam!

Share Your Story

Noella and Meaghan recently drove around the various work sites surprising the Environmental Team with some morning tea.



Share Your Story



Group 2 takes a photo with their *Employee of the Month* in August. Michael received the award for being a hard working employee that is always willing to try new jobs. Well done Michael!



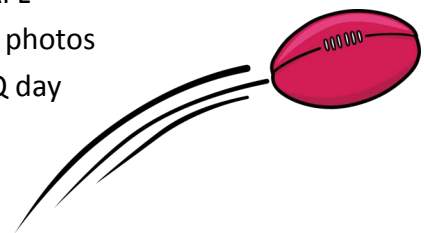
Group 3 sharing lots of stars of the week for August and September. It is great to see so many employees shinning in the group. Well done to Chris, Esther, Sarah and Wayne!



On 9 September we recognised the **R U OK Day** at Waverley. Our HR Support Officers spoke to all employees about the importance of R U OK Day and handed out information on how to approach someone and ask if they are okay. Employees were given a small task for the day to have a conversation with one of their team mates and ask them if they were okay :)



Simon from Group 4 getting ready to watch the AFL Finals. See lots more photos of our AFL Finals BBQ day on page 18 and 19.



Share Your Story



So many photos of *Employee of the Month* at Hallam to share! Great work from all employees working hard. Sharing their certificates with us, we have David, Steven, Mitchell, Alex, Rodney, Ty, Hazel and Kim. Well done to all of you! Keep up the great work!



**EMPLOYEE
OF THE MONTH**

Share Your Story



Our team worked at the warehouse packaging their latest whiskey product preparing for their promotional deal upon on the upcoming holidays.

The team really enjoyed working there and was very joyful every time.

Huge thank you to Andrew Robbins, Vicki Robbins, Frankie Broley for their hard work, great service and dedication to travelling far away to work.

Also special thanks to Curtis Farrugia and Rachel Bird for filling in for a couple days for the team.

A small group of our employees from Notting Hill and Hallam was assigned a couple weeks for a job that is Located in Brooklyn. The customer “New World” is an alcohol company in which operates on a Whiskey Distillery facility specializing in creating fine whiskey. On the left is a photo Melea Furness wanted to share to say a **BIG THANK YOU** to support staff Rachel for taking the group out to the job. A thank you to all other support staff that have been supporting this group on the job!



AFL Grand Finals

On Thursday 23 September we celebrated the AFL Grand Final at work with employees and staff wearing their footy colours and enjoying a BBQ at work. It was great to see everyone in their footy colours and enjoying a lunch together. We captured some great photos of everyone to share!

We also have a fun AFL word scramble to be done on page 23 :)



AFL Grand Finals

Celebrity guest Tones and I took time out of her busy schedule to join us on the day.



TO CONN and PETER CRISTOFOROU and PHIL

YOU'RE MORE THAN KIND!
THANKS
FOR YOUR
DONATION
WE APPRECIATE YOUR GENEROSITY



Arcie and Brooke from Group 4 celebrate their birthday together in September with lots of cake to share with the team! Happy birthday to you both!



Michael from Group 2 celebrates his birthday in September. Michael shared some yummy cake with his group during his break. Happy birthday Michael!



Above , Robert from Group 5 celebrating his birthday in September. His supervisor ,Lan has, as always made a yummy cake for Robert to share with the group. Happy birthday Robert!



Our beautiful HR Support Officer Angela celebrated her 50th birthday in October. Angela enjoyed her yummy chocolate cake and received beautiful flowers. Angela advice at 50 is " surround yourself with amazing people, stay away from negative people and laugh at yourself. Live life to the fullest and use really good anti wrinkle creams" :)



Travis and Naomi from Group 3 celebrate their birthdays end of August. Their supervisor Logie gave them some yummy sweets to mark their special day



Lots of delicious treats were shared for Mark's birthday. Mark had a lovely lemon cake to share with his team and some chocolate cupcakes. Happy birthday Mark!



Vanessa, our Group Finance Manager celebrates her birthday in August with some yummy cake cakes and big beautiful cake that Kathy made for her. Happy Birthday Vanessa!



Production Manager Desmond celebrates his birthday in October. Our supervisor Lan made Des his favourite classic French desert to share with the team. Happy Birthday Des!

Richard from the Sales Team celebrated his birthday in August. We couldn't wait for the cake to be cut but worried about the positioning of the knife in the one of the photos below.

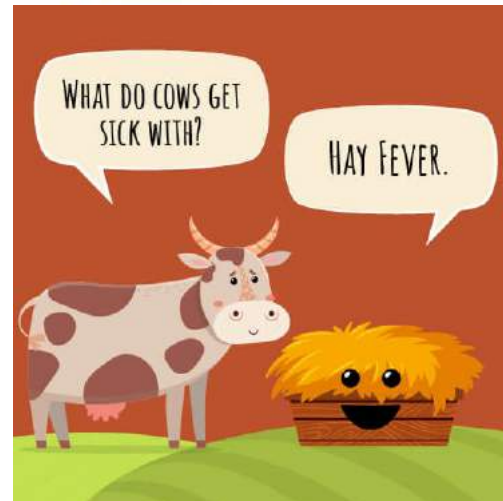
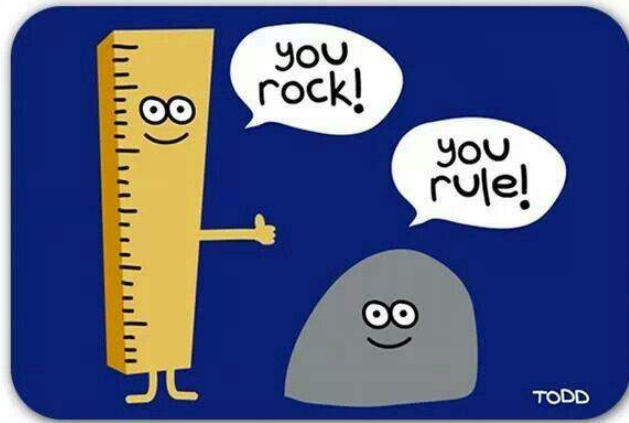
The knife eventually made it to the cake and we all enjoyed it. Happy Birthday Richard!



Farewell Party



On Wednesday 13 September we said goodbye to our NDIS Officer Frances Nigro. Frances has worked with Waverley over a year and a half and in this time supported many employees and parents with NDIS requirements. Frances has supported the Human Resources Team significantly with the new system and NDIS changes. Thank you Frances for all your hard work. You will be missed by everyone!



[Enjoy the AFL Grand Final Word Scramble](#)

AFL Finals /Waverley BBQ

1. LFA RANDG LIFAN _____
2. QBB _____
3. RLWOBNWO _____
4. OFTYO FNAS _____
5. NUF _____
6. LAOSG _____
7. LEADDR _____
8. ONLG KEEDWNE _____
9. OEUESMREODMLBNN _____
10. YEARPSL _____
11. SASEGAUS _____
12. KLTEAC _____
13. ELVEYRWA _____
14. SLNSERGEUODTBLW _____

Waverley Event's Coming!

August 2021

Tuesday 31st - One Color Only Dress Up Day

September 2021

Monday 13th - Crazy Hair

October 2021

Friday 29th - Halloween Dress Up Day

November 2021

Tuesday 16th - Super Hero/Villain Dress Up Day

December 2021

Wednesday 1st - Favourite Christmas T-shirt Day

Monday 13th - Santa and Elves Dress Up Day

Break up Day—Thursday 23 December

When you are feeling anxious or overwhelmed, this 5,4,3,2,1 technique can bring your mind back to the present and help you feel calm. The last 12 months has been a stressful time for everyone, particularly for those that struggle with mental health. It's important that we prioritise our health and little techniques such as below can help us feel calmer. Give it a try :)

Feeling overwhelmed?



Try the 5, 4, 3, 2, 1 technique

What are the 5 things you can SEE?



Look for 5 things in a particular colour or any 5 different things you can notice. It can also be a pattern in the ceiling, the number of lights in the room or any object you have not noticed before.

What are the 4 things you can TOUCH or FEEL?



Notice the sensation of your clothing on your skin, the temperature - is it warm, hot, cool or cold, the chair you are sitting on, how your feet feel inside your shoes. You can also pick up an object in your hand and feel its weight and texture.

What are the 3 things you can HEAR?



Pay special attention to the sounds around you such as a ticking clock, people talking, traffic moving, the wind blowing, machine whirring, pallet jack moving.

What are 2 things you can SMELL?

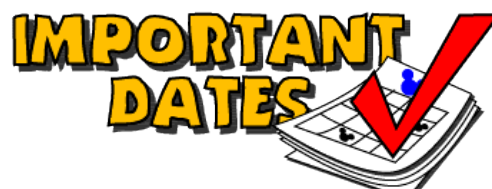


Try to notice the smells in the air around you, like the smell of coffee, a meal, fruit or perfume.

What is 1 thing you can TASTE?



Grab a snack and focus your attention closely on the flavours.



Public Holidays/Important Dates

- **Monday 1 November 2021**— Waverley will be closed (Employees can use annual leave)
- **Melbourne Cup Public Holiday** - Tuesday 2 Nov 2021
- **Waverley Break Up Day**— Thursday 23 December 2021
- **First Day Off**— Friday 24 December 2021
- **First Day Back**— Wednesday 12 January 2022



Key contacts panel for parents and carers

Department	Name	Email	Phone
Reception	Clarissa Wong	info@wavind.org	9544 7222
Management Team	EMT Members	management@wavind.org	9544 7222
Human Resources (Notting Hill)	Manda Zoric	Manda.zoric@wavind.org	9565 1914
Human Resources (Hallam)	Noella Malabar	Noella.malabar@wavind.org	9293 7905
Payroll Officer	Kathy Matheas	payroll@wavind.org	9565 1912
NDIS Queries Human Resources	Angela Jones Manda Zoric Noella Malabar	angela.jones@wavind.org manda.zoric@wavind.org noella.malabar @wavind.org	95447222
Catering	Julie Bryson	Julie.bryson@wavind.org	9544 7222
COVID Information Line	Ryan Khew	Ryan.khew@wavind.org	0459 829 900



1800 818 728

Free and confidential counselling that is offered at Waverley Industries through AccessEAP. Up to 3 free counselling sessions is available to all employees and staff.

With over 2000 counsellors available, we can guarantee you will have access to confidential counselling support **24 hours a day, 7 days a week.**

Personal issues	Life goals	Financial Goals
Work / life effectiveness	Gambling	Anxiety
Improving relationships	Trauma, Greif and loss	Positive Parenting
Interpersonal conflict	Depression	Legal concerns
Working relationships	Communication skills	Drug & Alcohol abuse



Did you know that if you text
0477 13 11 14
 between 6pm – midnight (AEST),
 when you are feeling really depressed,
 suicidal or in need of support, a Lifeline
 crisis supporter will text with you?
 Many people don't like talking on the
 phone and would be more
 comfortable texting.
 Lifeline Text is a service
 run by Lifeline.



Step 1: Text [0477 13 11 14](tel:0477131114)

Step 2: Complete the pre-survey questions

Step 3: Read the [Website terms of use](#). By using this service you accept these terms.

Step 4: You will be connected with a Crisis Supporter as soon as one is available



Feedback is about listening actively, taking the time to analyse, and then thinking of the best possible solution to perform better as a business and NDIS provider for our supported employees. Feedback provides positive criticism and allows us to see what we can do to improve our service to our customers.

Further to our *Suggestion Box* on site for our staff and employee feedback, we now welcome feedback, compliments or complaints via our website or emailing our Human Resources Department directly.

Compliments

Email – human.resources@wavind.org

Feedback

Email – human.resources@wavind.org

Complaints

Email – human.resources@wavind.org / Alternatively, you can contact HR manager Ryan Khew on 9544 7222 or email ryan.khew@wavind.org

Report

If you are not satisfied with supports you have received at Waverley Industries or do not want to talk to Waverley Industries about your complaint, you can also make a complaint to the NDIS Commission by contacting them on 1800 035 544 or emailing feedback@ndis.gov.au. More information about this process can be found on the NDIS Commission Website: <https://www.ndiscommission.gov.au>



If you would to share a story in our next WAVNEWS you can do so by:

- Writing your story down on paper
- Sharing your story with the supervisor
- Sharing your story with the HR team
- Providing some photos that you would like to share
- Emailing the HR team on:

manda.zoric@wavind.org or noella.malabar@wavind.org

All team members (including volunteers, carers and families!) are encouraged to share their stories with us. We love to hear from everyone.

