

Wellbeing Resource Assistance Program



INTRODUCTION

Cheltenham Secondary College has put in place arrangements to assist families, who are experiencing financial difficulty, with the provision of textbooks, school uniform, computers and other essential education items.

The College's capacity to provide all items to match requests is limited and we fully expect situations where not all the resources requested can be provided.

All recipients/beneficiaries of the Resource Assistance Program will be required to pay a small contribution of \$50. This amount allows families to contribute to the sustainability of the program so they, and other families in their circumstances can benefit in the future.

APPLICATION

Any student/family wishing to access resources needs to apply by completing the form below.

ASSESSMENT

The College's Director of Wellbeing will be the sole arbiter as to the level of assistance the College can provide through the program. In most situations applicants need to be receiving government financial assistance and must also apply for the CSEF (Camps, Sport & Excursion Fund).

On receipt of any application the Director of Wellbeing will schedule a confidential interview where a full discussion will occur.

In deciding how the College can assist and the level of assistance provided, the Director of Wellbeing may seek input from the Principal Class Staff and Business Manager.

The Director of Wellbeing will consider the following as to the level of assistance to be provided (but not limited to):

- Family composition, including assistance for siblings
- Living Arrangements
- Income
- Level of Assistance provided in the past
- Any circumstance deemed relevant

In years where new text has been articulated on the student booklists, the consideration of applications may take a little longer as we need to consider the procurement of the new texts at the various levels.

PROVISIONING

Once the Director of Wellbeing has decided on the level of assistant **AND** the applicant agrees to pay the contribution, written advice will be provided to the relevant staff, i.e. Library, IT, Office to issue the agreed items. Resources will not be issued until this advice is provided and endorsed by the Director of Wellbeing.

In relation to books, the purchase of workbooks, disposable materials and stationery is outside the scope of this program and remains the responsibility of the parents/guardians.

All books remain property of the College and are to be returned to the College in a similar condition as they were issued, general wear and tear is accepted. Any unreturned books, computers etc., will delay processing of any application in subsequent years.

The merit of lost books, computers will be considered on a case by case basis.

Donations

If you have any books/text that are still current for study in 2022 and you would like to donate them to the school, they would be greatly appreciated.

If you would like to sell your textbooks, your options are:

- Sell to other students/families
- Sell them online at:

Sustainable second-hand books and uniforms sell and buy

<https://www.sustainableschoolshop.com.au/>

Campion Education school books sell and buy

<https://www.campion.com.au>

Applicant/Parent Details

Name: _____

Address: _____

Email: _____

Phone: _____

Does your child currently receive?

Youth Allowance

CSEF

Do any of the following describe your current situation?

Centrelink Recipient

Health Care Card Holder

Foster Parent

Guardian/Carer

Have you received financial assistance from Cheltenham Secondary College in the past?

Y **N**

If Yes, what assistance was provided:

Student Details

Name: _____

Student Code: _____

Date of Birth: _____

School Year in 2022: _____

Assistance Required

Please provide and attach specific information such as booklists with items circled or a list of uniform items/sizes so that we can source requests from second hand sales where possible.

The College will require a contribution of \$50.00 to allow us to continually resource the program, especially in relation to Text Books.

- Textbooks ***Attach Booklist / List of Items***
- Second Hand Uniform* ***Attach Sizes / List of Items***
- Graphical Calculator
- Elective Charges ***Attach Details / Subject / Amount***
- Laptop** ***Normally we can only consider if all opportunities with Edunet are exhausted or unsuccessful***

- Other (Please Specify)

*New uniforms can be sourced via State School Relief

** School laptops must be returned at the end of each term and will be re-issued on the first day of the next term.

Signature of Applicant _____

Date / /

Any other comments or information you wish to share:

DISCLAIMER: Cheltenham Secondary College will make every effort to provide or source financial assistance to support your request, however, it cannot be guaranteed. Some applications may be not be approved or meet the total amount of support requested.