

## Minutes

### Meeting of the SWMPF Working Group on Vulnerable and At Risk Children & Young People

**9:30am – 11:30am, Thursday 24 July 2014**  
**Community Meeting Room, City of Melville**

**Interim Chair:** Karin Mac Arthur (SWMPF Community Partnership Broker)

**Participants:** Maria McAtackney (CEO, Nyoongar Patrol Outreach Service); Julie Fitzgerald (Team Leader, Responsible Parenting Services, Department for Child Protection and Family Support); Russ Eldean (Youth Liaison Officer, WA Police); Michelle Champion (Manager, Youth Services, City of Cockburn); Christine George (Youth Project Officer, City of Fremantle); Dee Skuza (Community Development Officer - Youth, City of Melville); Katharine Ingram-Sheno (Consultant, Behaviour and Attendance, South Metropolitan Education Region, Department of Education)

**Apologies:** Claire Heffernan (Manager, South West Metropolitan Youth Justice Services); Michael Carter (Perth Indigenous Coordination Centre, Department of the Prime Minister and Cabinet)

#### **1. Approval of the revised minutes of meeting 24 June 2014**

Minutes were approved without change.

#### **2. Business arising from the minutes**

Karin sought to clarify some issues arising from the last meeting, which she had been unable to attend, notably:

- Karin had briefed Katharine before the last meeting on the information we were seeking from the Department of Education. It had been Karin's suggestion that the Department provide advice to the group on the schools it believed should be invited to participate in the project on the basis of their analysis of the statistics available.
- While improving school attendance is a priority of this project, it is not the only one. Karin recalled the four project outcomes that were agreed at our inaugural meeting (subject to these being further refined by the children and young people themselves). In addition to improving school attendance, the outcomes seek to increase children and young people's resilience and well-being; increase their participation in local community activities; and enable children and young people to feel safe and supported in their community. While the schools will play a critical role in this project, the working group will also be involved in supporting out-

of-school and community initiatives, in close liaison with the children and young people's families or carers, in a bid to deliver these outcomes.

- Karin stressed we are not seeking to duplicate the work of the Department of Education or any other organization, but to add value by drawing on the diverse resources of the SWMPF membership to support a collaborative approach vis-à-vis the identified children and young people.
- It is also important to remember that we are targeting children and young people who are regularly not attending school; in other words, the schools are necessarily only one of several mechanisms to engage with the identified children and young people.
- While there is only limited funding available for our project from the Social Innovation Grant (to support community events, for example), it is envisaged that we will be able to attract additional funding once we have identified specific initiatives we are undertaking – for example, through the Fremantle Foundation and various State government grant programs such as the Office of Crime Prevention or the Department of Local Government and Communities.
- The CEOs and DGs of all the organisations represented on the working group have signed MoUs committing staff time to support this project. It is hoped that if all members share the load and each do a small piece of work between meetings, then the load should not be onerous for any one person. Where the group believes there is a substantial piece of work to be undertaken, then we could look at contracting it out.
- The proposed title Karin provided for the project was a working title only. It is proposed that when referring to this project, we stress that is one that is being undertaken 'on behalf of and driven by 8-13 year olds to improve their life chances' (or similar) so that the project is clearly seen to be a very positive initiative.
- Dee reported on her meeting with the Principal at Caralee Community School, who has expressed interest in participating in our project but suggested that, in order to value add, it should focus on out-of-school activities rather than in-school initiatives.

### **3. SWMPF project outcomes**

Refer item 2.2 above.

### **4. Membership of working group**

Karin invited members to withdraw from the group if they felt that the project focus on 8 – 13 year olds was not part of their core business. All members present believed the project aligned with their organizational objectives.

Karin also asked members to identify other organisations, government or non-government, working with 8 – 13 year olds in Cockburn, Fremantle and/or Melville whom we might invite to join the group, for example,

Meerilinga, Millennium Kids, City of Cockburn Family Services, Active After-School Communities, and South Lake Ottey Centre.

Members were also requested to consider individuals or organisations whose expertise we might be able to draw upon.

### **Actions**

- All members to advise Karin of any individuals or organisations who might be invited to join the working group or who should be approached for ideas/suggestions.
- All members to consider possible champions for our project within the school communities, eg Alan Wiseman (Justice).
- Karin to approach Meerilinga regarding possible membership of the working group.
- Karin will be meeting with Mike Gilbert (Port School) on 5 August and will be arranging a meeting with Janice Cuculoska (Atwell Primary School) shortly. Both are dynamic individuals well-known for important initiatives they have undertaken on behalf of their students.

### **5. Working group members' roles and responsibilities**

Refer 2.6 above.

### **6. Engaging with 8 – 13 year olds – in-school, out-of-school, combination of both?**

The meeting agreed that the project would involve engaging with the identified 8 – 13 year olds both in and out of school. Dee mentioned that her conversation with the Principal at Caralee Community School he had asked for out-of-school activities.

### **7. Identification of schools to be invited to take part in the project in each of the 3 LGAs**

Katharine explained the empirical data (not available for public distribution), which informed the list of schools provided to the group at the last meeting. She noted the difficulties in providing data around the transition years and the selection of a control group.

On this basis the group agreed to invite the following schools to take part in our project:

Fremantle: 1) Winterfold Primary School 2) Hilton Primary School

Melville: Caralee Primary School. (No second choice required for Melville as Caralee has already indicated interest in participating in this project.)

Cockburn: 1) South Lake Primary School 2) East Hamilton Hill Primary School.

The group agreed that we would look at the transition year separately.

Karin noted the benefits of supporting the work of the other three SWMPF working groups, wherever possible. The opportunity to include Winterfold Primary School (which includes Davis Park in its catchment area) as well as Caralee Primary School (Willagee) and South Lake Primary School (that is, three of the four community 'hotspots' identified by the SWMPF) in our project would support other work being undertaken by the SWMPF.

Karin, on behalf of the working group, will invite the Principals of the three identified schools to participate in the project. She will seek to set up individual meetings with all three as soon as possible. All working group members will be invited to attend these meetings; however, it is understood not everyone will be available on all three occasions. Karin will look at the schools' annual reports to see if there is any information there that we could draw on to demonstrate how our project will support the schools' objectives.

The working group will develop profiles of the identified students (severe and moderate non attendance rates), including their attendance history, based on the information provided by the schools. The group will also draw on other information available, such as that of the Department of Education's Youth Workers and Participation Workers.

### **Actions**

- Karin to draft invitation to Principals asap and distribute to the working group for their feedback.
- Karin to advise working group members of the three meeting dates as soon as possible. Meetings with the Principals will be requested on a Tuesday or Thursday to accommodate as many members as possible.
- Karin to review annual reports of identified schools and advise working groups of any information therein to support our approach to the school.
- Katharine to provide Karin with the names of Department of Education Youth Workers and Participation Workers in the 3 LGAs, together with a brief outline of their roles and responsibilities, for circulation to the group.

### **8. Any other business**

- Christine attended the recent YACWA Conference and advised that Swan Alliance is doing some great work with 8 – 13 year olds. Christine to provide Karin with contact details so she can follow up.

- The group considered changing the day of the working group's meetings to Monday to accommodate the Manager of Y-Shac at Anglicare (Sarah Brown), but unfortunately this was not possible for several members. The consensus is for meetings on a Tuesday or Thursday (before 3pm).
- Karin advised she would shortly be providing draft Terms of Reference for the working group. She needs to await the endorsement of the SWMPF Leadership Group's Terms of Reference (meeting on 1 August) before she can progress the working group's.

### **9. Volunteer to take minutes at next meeting**

Thank you to Katharine who volunteered to take the minutes for our first meeting after we have met with the Principals (provided she has not left on maternity leave!).

### **8. Date and venue of next meeting**

The date of the next meeting (likely to be hosted by the City of Cockburn) will be scheduled after the working group members have met with the Principals of the three schools. The meeting is unlikely to be held before late August.

Many thanks to Dee and the City of Melville for hosting our meeting!