

## Minutes

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

**9.30am – 11.30am, Tuesday 28 April, 2015**

**Department of Education Regional Office**

**184, Hampton Road, Beaconsfield**

**Interim chair:** Karin Mac Arthur, Community Partnership Broker, South West Metropolitan Partnership Forum

**Participants:** Julie Fitzgerald (Team Leader, Responsible Parenting Services, Department for Child Protection and Family Support); Denise Henden (Department of Education); Michael Wood (Operations Manager, Operations Manager, Nyoongar Outreach Services); Paul Loseby (Manger, Headspace)

**Apologies:** Russ Eldean (Youth Liaison Officer, WA Police); Rieki Rolle (Team Leader, Y-Shac Anglicare WA); Christine George (Youth Project Officer, City of Fremantle); Dee Skuza (Community Development Officer, Youth - City of Melville); Bobby Mizen (Youth Outreach Officer, City of Cockburn)

**Minute taker:** Paul Loseby

#### **1. Welcome, introductions and apologies**

The working group welcomed Michael Wood, Operations Manager at Nyoongar Outreach Services.

#### **2. Approval of minutes meeting 26 March 2015**

The minutes were approved without change.

#### **3. Update on actions arising from minutes**

- Caralee Community School
- South Lakes
- Winterfold
- Grants Register
- Working lunches funding

As Dee and Bobbie both absent, there was no update provided on actions relating to Caralee or South Lake. However, Bobbie advised out-of-session that she had contacted SLPS for an update but had not yet received a response.

Julie provided an update on WPS initiatives that she, Christine and Rieki have been involved in, in particular trying to source sponsorship from local supermarkets for the breakfast club. They have had a poor response to the letters they sent out on 27 March and have decided to now call possible sponsors and set up meetings. The group discussed benefits for potential sponsors, including strategies to get them involved in funding initiatives, promoting them in SWMPF material and providing them with positive feedback on the impact of their sponsorship.

The group also agreed on the need to get the WPS P&C involved in fund-raising activities.

Karin advised she could source \$500 from the SWMPF budget to kick start the breakfast club if necessary.

Julie advised she had been unable to make contact with Rieki (3 students still to complete the last set of questions) and asked Karin to follow up.

As Ian was also absent, there was no update provided on our sponsorship request for sports equipment.

Denise advised she had put in a request for funding a working lunch and it was now “working its way through the system”.

**Action/s:**

- Michael to draw up register of relevant grants, including opening and closing times;
- Karin to follow up with relevant individuals who have not responded re funding for working lunches.
- Karin to follow up with Dee and Bobbie re update on stage 1 initiatives.
- Karin to follow up with Ian re outcome of sponsorship request for sports equipment.
- Karin to follow up with Rieki re her continued availability.
- Karin to draw up a flyer explaining our project, who we are, what we are doing, what we are seeking to achieve, what we have achieved, etc.

**4. Update/finalise Stage 1 initiatives**

As above.

**5. Second set of questions**

The group reviewed the responses to these and found there were no particular issues emerging to inform stage 2 initiatives. Indeed the collated responses suggested the overwhelming majority of the children had appropriate support strategies in place and were resilient.

In light of this, the group agreed to provide the collated data to the Principals and seek their feedback on next steps at our meeting on 5 May. Karin would also provide all members with the individual responses for review, in case these provided more insight into the causes for the children's high levels of non-attendance, behavioural issues and so on.

**Action/s:**

- Present the collated results and individual data to Principals and working group members for feedback.
- Michael to send raw data back to Karin.

**6. Meeting with the Principals (5 May 2015)**

It was agreed that the agenda should include the following:

- Review of stage 1 initiatives
- Review of responses of stage 2 questions
- Next steps
- Marketing of project across the school and P&C.

The group agreed to hold off on seeking to produce T-shirts until there were at least a couple of initiatives in each of the schools the children could point to.

**7. Any other business**

The group agreed on the need to get a pool of funding to maintain the project's momentum and kick start outstanding initiatives that do not lend themselves to grant funding. As little as \$20,000 could have a profound impact on the project.

- **Action/s:**  
Karin to raise with the SWMPF Leadership Group at its meeting on Friday, 1 May. The identification of additional funding will be the main item for discussion.

**8. Date and venue of next working group meeting**

9.30am, Tuesday, 12 May, Regional Office Education Department, Beaconsfield.