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BOB HAWKE COLLEGE

Student Equity Fund

INFORMATION AND GUIDELINES

BOB HAWKE COLLEGE
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Background for the Student Equity Fund

Why have a Student Equity Fund?

Bob Hawke College is committed to supporting the health and wellbeing of every individual within our College community. We aspire to create an inviting, safe, caring, vibrant and inspiring culture where everyone feels welcome and accepted and can positively contribute to their own and others' growth and performance. Our focus is on the holistic development of each student, empowering them achieve to their potential and to be courageous citizens who positively contribute to their community.

Our vision is to be "Extraordinary Together" through our core values that underpin everything we do: be our best, be courageous, be innovative and be inclusive.

The purpose of the Student Equity Fund reflects the College's vision and values, and is to provide financial resources and support to:

(a) reduce financial barriers that hinder participation by students experiencing genuine financial difficulties in opportunities provided by or through the College, including academic, co-curricular, extracurricular, and personal and social development opportunities; and

(b) create a more inclusive environment for all students through initiatives that address social inequalities and promote access and participation.

How does the Student Equity Fund work?

The Student Equity Fund comprises donations that are made by parents, carers or community members. These donations can be made at any time of the year. However, the primary time of collection is taken at the payment of Voluntary Contributions and Charges. Donations can be arranged by contacting ManagerCorporateServices.BobHawke.Col@education.wa.edu.au

The College Board has developed these guidelines to ensure a fair and transparent evaluation process for the operation of the Student Equity Fund. Funds will be allocated as determined by the College Student Equity Fund Committee.

Examples of what funding may be accessed includes, but are not limited to, uniforms, laptops, stationery, lunches, extra-curricular activities, transport, travel, excursions, and incursions.

From time to time the Board may make changes to these Student Equity Fund guidelines.

How can the Student Equity Fund be accessed?

Applications to the Student Equity Fund can be made by parents, staff, students, and members of our community by submitting a request for support through the link on Compass or through direct contact with the school. The College may contact applicants or recipients for further information to be provided in relation to a submission. All information provided in, or to support, an application must be true and accurate and the College may reject an application if false or misleading information has been provided. All information provided as part of an application will be treated as confidential.

Eligible applications will be assessed by a committee established for this purpose (Student Equity Fund Committee).

Applications may be closed in the event that funds in the Student Equity Fund are exhausted.

An appeal against an application decision may be made on the basis that the decision was not appropriate or reasonable. This may be because the applicant feels that:

- the Student Equity Fund Committee did not correctly consider the information provided in the original application; or
- relevant information was missing from the original application or there is new information that was not available at the time of the original application.

The submission of an appeal against an application decision will result in the application being reconsidered, alongside any additional information included in the appeal application, by the Principal, in accordance with the College complaints process.

For further advice on how to apply to the Student Equity Fund or to submit an appeal against an application decision, please contact the ManagerCorporateServices.BobHawke.Col@education.wa.edu.au

Other financial assistance available

1) Secondary Assistance Scheme

The Western Australian Department of Education provides an allowance to assist eligible families with secondary schooling costs.

Parents/guardians must apply for the Secondary Assistance Scheme (SAS) each school year (annually) – applications do not carry forward to future years.

To be eligible for the allowance the parent/guardian must hold a Services Australia (Centrelink) or Veterans' Affairs card that represents a statement of income for the family.

The allowance consists of two components:

- $115 Clothing Allowance paid directly to the parent/guardian or the school.
- $235 Educational Program Allowance paid directly to the school

2) Payment plans

Compass provides an option for parents to spread the cost across 4 payment periods from Term 4 to Term 2 of the following year.

Other arrangements can be made on request.

Student Equity Fund Guidelines

The following guidelines for the Student Equity Fund have been established by the Best-Practice Sub Committee of the College Board and are reviewed annually. The points below are intended to establish a guiding framework for the application, allocation, and use of funds.

- Students, parents, and staff can apply for anything they feel students might need to benefit their educational experience.
- The team of staff members who meet to discuss the applications should consider the following needs:
    - Meeting student wellbeing needs and access to academic, co-curricular, extracurricular and personal and social development opportunities sit at the highest point on the decision-making framework.
    - Financial need or socio-economic barriers experienced by a student.
    - Financial need of the student needs to be balanced with the request being made and will take into account the total funds available in the Student Equity Fund.
- Open communication is made with the applicant, nominated student or family as required.
- Behaviour and attendance are not considered as contributing factors towards allocations granted by the Student Equity Fund.
- Each request will be assessed based on the merit of each individual application to be determined in accordance with the application of these Guidelines.
- An allocation from the Fund in a previous occasion is not an assurance that an application will be successful in any subsequent occasion.

Other considerations

- Data on the categories and expenditure on the student equity are to be reported at the end of each calendar year to the Board and parent community.
- These guidelines are to be reviewed annually as the school grows.