

***Making education a reality***



BACK TO SCHOOL  
2010

HANGING AROUND  
SCHOOL  
MADE EASY

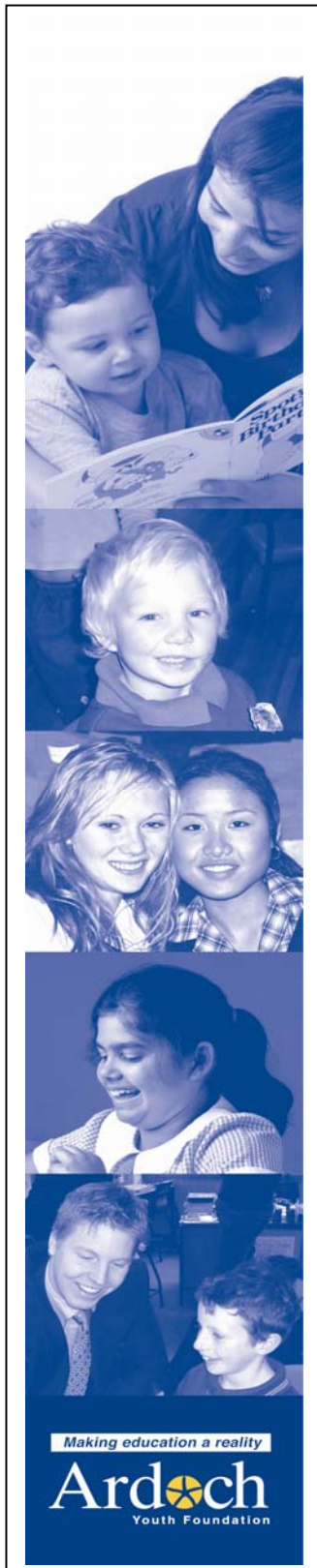
(Tips for managing and  
cutting the cost of schooling)

## ABOUT ARDOCH YOUTH FOUNDATION

The Ardoch Youth Foundation is a community resourced, not for profit organisation working nationally to make education a reality for children and young people including those experiencing homelessness and disadvantage.

**Education provides the means for creating options and choices in life.**

This booklet is principally aimed at students and their families accessing primary and secondary schools. Its purpose is to provide general information regarding choosing a school and identifying the types of support that may be available to reduce the cost of gaining an education - therefore supporting students to continue their learning.





*"...Education is absolutely crucial in terms of future employment. People with low levels of education are more likely to be unemployed and to be unemployed for longer. But a good education also leads to the development of personal strengths, personal skills and self-esteem, which develops resilience throughout the whole life course and cannot be underestimated in its importance..."*

*Committee Hansard 30.4.03, p.68 (Anglicare Victoria).*

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## **Who is Ardoch Youth Foundation and how can they help me with my studies?**

Ardoch Youth Foundation is an Education Support Centre providing assistance, support and referral services to young people (students) and families with:

- Emergency food pantry;
- Emergency toiletries;
- Free Pre-loved Clothing;
- Basic stationery supplies;
- Referral and support to access student & family services; and
- Advocacy

Occasionally Ardoch may receive donations of Met Tickets or Grocery Vouchers. This form of assistance is distributed according to the availability of donations and assessed need and unfortunately cannot be relied upon.

All goods are made available through the kind and generous support received from our community and corporate donors.

Unfortunately, due to our limited resources, Ardoch Youth Foundation is unable to pay for individual booklists or school fees but will endeavour to offer educational assistance where possible.

Ardoch appreciates that basic resources such as food, clothing, toiletries, stationery (etc.) are vital in ensuring that young people can remain at school and that their families are supported through difficult times.

## CHOOSING A SCHOOL

### **Learn What Choices are Available to You?**

Different schools offer alternatives in teaching styles, pathways, content, and learning opportunities. Most common Victorian schooling options are:

- Public Schools
- Private Schools
- Denominational Schools

### **What to look for when choosing a school**

An important way you can help your child/ren achieve their potential is by carefully choosing the school they attend.

It is important to consider the following points when looking at a school for your child:

- Your child's needs –

Think about what you want a school to do for your child. What does the school do to prepare students to fulfill their potential? For instance does your child have a special interest in sport/music (etc), do they have special educational needs or a particular learning style. Keep these in mind when looking at a prospective school. After all, you know your son or daughter better than anyone else does.

- Your family's needs -

Take into consideration what impact your school choice will have on the family as a whole. Can the school fees and other associated educational costs, like stationery, uniforms and text books, etc. (for the duration of your child/ren's schooling) be met by the family budget? What resources does the school provide to help low income families meet the need of their child/ren's schooling costs? Where is the school located and how will my child/ren be able to get there? Will I need to drive them, can they catch public transport or can they walk to school?

Some schools offer before and after school care, operated by community and private organisations. These are known as Outside School Hours Care (OSHC) and there are additional fees attached. Check with your local school for details. Eligible families may be entitled to some financial assistance. Contact Centrelink for more information.

## **Visit and Observe Schools**

It is important that you take the time to contact the schools you are interested in and make an appointment for a visit with your child. Where possible it is best to tour the schools and visit a few of their classes during regular school hours. To get a realistic sense of how the school operates, try not to visit schools during the first or last week of a school term.

When visiting schools, make sure you are prepared with a list of questions you want answered. A good way to ensure this happens is to schedule an appointment with the school principal. If possible, attend an open day, school assembly or other school function that would also provide valuable information about the attitudes of staff, students, and parents.

## **Applying to Schools**

It is worth applying to more than one school in case your child is not admitted into their first schooling choice. Once you have selected the school(s) that you think will be best for your child, you will need to apply directly to the school (or schools) of your choice and begin the process of enrolling your child. It is best to begin this process as early as possible in order to ensure you meet all deadlines and reduce the risk of your child missing out.

Admission and enrolment processes for schools can vary. Contact the chosen school(s) directly to check you have received accurate information on when and how to apply.

## **Five Things to ask Prospective Schools**

Prior to visiting a school it's a good idea to write down the list of questions that you want answered, taking into consideration the above information. When developing your list, keep in mind **what is most important to you and your child**. Remember to take this list with you when visiting prospective schools.

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

For additional information on choosing a school visit the following web sites:

<http://www.education.vic.gov.au> or [http://www.schoolchoice.com.au/schools\\_vic/find\\_a\\_school](http://www.schoolchoice.com.au/schools_vic/find_a_school).

- ***Useful information on school curricula can be found by visiting the following link:***  
[Victorian Curriculum and Assessment Authority](#)

***Making education a reality***

**Ardoch**  
Youth Foundation

# SCHOOL SUPPORT

## 1. GENERAL COMMUNICATION WITH SCHOOLS

We all know that *'teaching and learning works best when there is a partnership between you and your child's school'*.

When there is a need, an issue, worry, concern or even a question, it is important for parents to firstly communicate this to their child's teacher. So many times a simple concern can be built up by not talking to your child's teacher immediately an issue/question arises. This communication can happen in the form of a direct meeting, note or a simple phone call to the school.

Remember school staff has each child's welfare utmost in mind. However, if after speaking to your child's teacher, you require further advice then certainly you are able to raise the issue with the school principal or assistant principal.

The Victorian Department of Education has produced a parent flyer outlining how to raise an issue or make a complaint, reiterating the message ***'remember, teaching and learning works best when there is a partnership between you and your child's school'***. You can ask the school, for a copy of this flyer or download it from their website:

<http://www.education.vic.gov.au/about/contact/parentcomplaint.htm>

If the school is not aware of a concern they cannot address it. Take the time to communicate with your child's school.

## SUPPORT ORGANISATIONS

Parents Victoria (within Melbourne area) (outside Melbourne area)	(03) 9380-2158 1800-032-023
Association of School Councils In Victoria (ASCIV)	(03) 9808-2499
Victorian Council of School Organisations (VICCSO)	(03) 9429-5900
Victorian Multicultural Commission	(03) 9651 0651
Victorian Aboriginal Education Association Inc. (VAEAI)	(03) 9481 0800
Education Help Line Information & Referral Service	(03) 9637-2222 1800 809 834

## **2. SCHOOL BASED OPTIONS**

As previously mentioned, the first point of call for all your educational needs should be your child's school. It is important to **speaking with the school as soon as possible**, especially if experiencing hardship or if you have any concerns.

The sooner the school is aware of your situation the sooner they will be able to work with you to resolve it. Various forms of support may be offered to you through the school:

### **School Assistance**

**Swap shops** – selling second-hand uniforms.

**Book Sale Days** – where second hand texts are sold at discounted prices to students. Please note that most schools hold their second hand book sales in early to mid November, coinciding with the conclusion of VCE exams.

**Text Book Hire** – some schools allow families to hire text books for the year at a nominal cost. Under this scheme it is the student's responsibility to care for the text books and ensure their return to the school at the end of the year.

**Borrowing Books** – is the school able to offer long term borrowing of key text books or have you considered your local library? It may be possible that a book(s) can be borrowed until your budget allows for the purchase of the text book(s).

**Sharing** – is there an option to share in the purchase and usage of a text book? You may wish to organise the purchase of a text book with a fellow student. Costs are reduced by each of you paying half the price and then time-tabling/organising usage around your individual study needs.

### **Prioritising**

Speak to your school about prioritising text requirements. Ask your year level coordinator/course adviser for guidance as to what books are required for the beginning of the first term. Once this has been determined, look at which/what books can be purchased at a later date for usage in the following terms. This will free up cash to purchase texts for the start of the school year or to make other educational payments (e.g. excursions/camps).

### **Payment Plans**

Arrange to meet with the schools welfare officer, principal or school bursar to discuss the possibility of organising a payment plan for the purchase of text books/camps/ excursion payments etc. Remember, not everything needs to be paid for up front. Find out what can be paid for later and organise a set payment plan with the school to do so.

### **3. SCHOOL BASED FINANCIAL ASSISTANCE & SCHEMES**

#### **Voluntary Contributions**

Voluntary Contributions for school fees are voluntary. Schools generally encourage payment because the money contributes to the school budget. Remember: fees are **voluntary** and students should not be prevented from participating in activities/curriculum because these contributions aren't paid.

#### **School Start Bonus**

**The School Start Bonus amount is \$300.** This is a one off payment. The School Start Bonus is not means tested, and has no connection with Centrelink.

**This Bonus payment is only available to students enrolled in Prep or Year 7 in Term 1, in a Victorian registered government or non-government school. Please note that students enrolling after Term 1 are not eligible for the Bonus. Students are not eligible if they are repeating Prep or Year 7.**

The School Start Bonus is administered through schools in the form of a 'Payment Voucher'. The process for the distribution of the Payment Voucher's is as follows;

Schools are responsible for:

- verifying students enrolment
- processing vouchers
- distributing vouchers to parents before the end of the school year (end of 2009 for the 2010 school year)
- notifying parents/guardians of the **January date** for when Payment Vouchers can be cashed at their local Post Office.

Parents/Guardians are responsible for:

- ensuring they have completed the school enrolment process for their child
- holding onto the Payment Vouchers until the redemption date in January of the new school year
- cashing the voucher at any Australia Post Office with photo identification after the advised redemption date
- IMPORTANT:** Parents/guardians will have until the **end of term 1 of the new school year** to redeem vouchers. After this cut-off time, post offices will be unable to cash vouchers.

If you have any queries about the School Start Bonus, please speak to your child's school. Information regarding the School Start Bonus can also be found on the Department's website at: <http://www.education.vic.gov.au/aboutschool/lifeatschool/schoolstartfaq.htm> or by contacting the Department of Education and Early Childhood Development's Information and Referral Service on 1800 809 834.

## **State Schools' Relief Committee**

The State Schools' Relief Committee is a philanthropic organisation set up to provide assistance for children in need, and in particular disadvantaged students, in Victorian Government Primary and Secondary Schools to receive new footwear and clothing.

### **State Schools' Relief support can only be accessed through the school:**

1. Contact the school and make an appointment to meet with the Principal or Welfare Officer. They act as a representative of the State Schools' Relief Committee Inc. and will use professional judgement to decide the appropriateness of individual requests for assistance.
2. Please note that with this form of assistance you may still be required to make a financial contribution towards the purchase of items; however this will be well below cost price.
3. The Principal signs the official application form and forwards it to the committee.

**For assistance, please contact:** Your local school Principal or Welfare Officer.

## **Educational Maintenance Allowance (EMA)**

Education Maintenance Allowance (EMA) is a government payment made to low income-families and their children. The purpose of this allowance is to provide support to these students with their educational costs.

### **Eligibility**

If the child is under 16 years of age and the parent/guardian receives an eligible Centrelink benefit and a Health Care Card or pension card, the student **may** be entitled to an Education Maintenance Allowance.

### **How does a parent/guardian apply for the Education Maintenance Allowance?**

A parent/guardian applies for the Education Maintenance Allowance on an application form obtained from the school. In order to receive the first payment instalment, a parent/guardian must lodge their application form at the school by the end of February of each new school year. A separate application is not required for the second instalment, unless the student changes school.

This money is divided equally between the parent/guardian and the school, with 70% of the entitled amount paid in the first instalment and 30% of the entitled amount paid in the second instalment. Please speak with your child's school to see how much you are eligible to receive in the coming school year. Alternatively log onto: [Department of Education & Early Childhood/ema@edumail.vic.gov.au](mailto:Department_of_Education_&_Early_Childhood/ema@edumail.vic.gov.au) and follow the appropriate links to Education Maintenance Allowance.

### **EMA Payment Options**

Commencing in 2009, the Department of Education and Early Childhood Development introduced a new payment option for the payment of the EMA to parents. Under this system, eligible parents will have the option to receive the 0% 'parent portion' of the EMA payment directly into the parent's nominated bank account, **or** as a cheque payment.

The EMA application form includes a section for you to nominate whether you would like

your EMA payment to be made to your own bank account or to receive your payment as a cheque. The banking details required will include the BSB code and the account number.

### **Emergency Loans – Tertiary Students Only**

Emergency loans may be available through your TAFE, University or Student Union. These loans are usually only provided for **essential** living expenses such as rent/household bills etc or **study** expenses e.g. Textbooks/equipment etc. In addition, they may be able to assist you with alternative funding support such as applying for a grant or scholarship etc. Contact your tertiary educational institution directly to find out what support is available.

### **Special Entry Access Scheme (SEAS)-Tertiary Students**

If personal circumstances have impacted on your ability to access a University placement contact the Victorian Tertiary Admissions Centre to enquire about applying for entry via their **Special Entry Access Scheme (SEAS) - Access and Equity** program.

The program provides prospective students with the opportunity to explain the on-going circumstances that have affected their chance of gaining a place at a university and enrolling in an undergraduate course. This scheme also has a scholarship component attached to it. For additional information visit <http://www.vtac.edu.au> <http://www.goingtouni.gov.au> or contact the University you wish to apply for.

### **Scholarships**

#### **Public - Primary & Secondary Students:**

Scholarships are a type of financial assistance available to eligible students, usually in the form of a grant that does not have to be repaid by the recipient. Scholarship applications are available between **NOVEMBER** & **DECEMBER**. Different scholarships have different requirements and use different criteria to select the recipients. Read on to see if you qualify for scholarship support.

Information below is taken directly from the following web site

<http://www.eduweb.vic.gov.au/scholarships/default.aspx>

#### ***Section 1.01 Student scholarships***

Thirty different scholarships are made available to nurture the talents of young people. This equates to around 175 awards, as some scholarships have more than one award.

Scholarships are offered to primary and secondary students and range in value from \$250 to over \$2000. They can be applied for online between November and December each year.

Scholarships are generally awarded on the basis of:

- excellent academic achievement
- outstanding participation in the school and local community
- financial need (determined by parents being eligible recipients of the Education Maintenance Allowance).

For more information, including closing dates or online applications, see: [Student Scholarships](http://www.eduweb.vic.gov.au/scholarships/default.aspx) (<http://www.eduweb.vic.gov.au/scholarships/default.aspx>)

#### Private Schools & Tertiary:

Many education institutions, universities and associations provide scholarships to assist with the payment of tuition fees, books and other associated costs of undertaking studies.

Non-Government school scholarship application information for the forthcoming year can usually be found advertised in major daily and also local newspapers in February/March of the preceding year (e.g. advertisements will appear in February/March 2010 for scholarships in 2011).

To find out what secondary scholarships may be available, whether you are eligible to apply and how to submit an application, contact the education institution directly.

For additional information on school scholarships visit the following web sites:

**A Guide to Independent School Scholarships** - lists all scholarships, what they offer, when tests are held, other requirements and contact details. For more information, visit [www.ais.vic.edu.au](http://www.ais.vic.edu.au) or call (03) 9825-7200.

**The Cooperative Scholarship Testing Program** - conducted by the Australian Council for Educational Research (ACER). To find out more information, visit their website at [www.acer.edu.au](http://www.acer.edu.au).

**The Independent Testing Service of Australia (ITSA)** - ITSA runs a scholarship testing program. For more information about the exam process, visit [www.ind-test.com.au](http://www.ind-test.com.au).

To find out about university fees, loans and scholarships, see the Australian Government's 'Going to Uni' web site (<http://www.goingtouni.gov.au/>).

You can also find out about and contact universities and TAFE colleges using the following web site: <http://www.education.vic.gov.au/find/school.htm>.



## Tutoring Services

Professional tutoring services can be very expensive. Contact your school or Local Council about free tutoring or homework clubs in your area.

Most public libraries and some schools now offer a free online tutoring service called 'yourtutor'. This service provides students with access to professional tutors for homework support.

Students in years 4 through to 12 can get free homework and exam help via the internet at the library, school or from home (using their library card or school access code) by logging onto [www.yourtutor.com.au](http://www.yourtutor.com.au) . This service is available weekdays from 4.00pm to 8.00pm.

### **Follows these steps for easy tutor access:**

1. Log onto the web site at [www.yourtutor.com.au](http://www.yourtutor.com.au)
2. Enter the site by using your library card or school access code
3. Select the subject and year level for which you would like assistance
4. You have now entered the 'Online Classroom' where you will be connected to a live tutor
5. Simply ask your question (s) and the tutor will work through the problem (s) with you.

## **Term Dates 2010**

	<b>TERM DATES</b>	<b>HOLIDAYS</b>
<b>Term 1</b>	1 February - 26 March	27 March - 11 April
<b>Term 2</b>	12 April - 25 June	26 June - 11 July
<b>Term 3</b>	12 July - 17 September	18 September - 3 October
<b>Term 4</b>	4 October - 17 December	18 December -



## CENTRELINK PAYMENTS

Special note: information for this section was obtained directly from the Centrelink Website; only slight amendments have been made for presentation purposes. For up to date information please check the Centrelink website at: [www.centrelink.gov.au](http://www.centrelink.gov.au)

### **Youth Allowance**

Fulltime secondary and tertiary students may apply for the Youth Allowance Scheme through Centrelink. Students must be studying an approved course and usually have to be aged 16 to 24. To receive Youth Allowance at the age of 15 you must meet certain rules. If you are a fulltime student and aged less than 16 you may be eligible for Special Benefit if you are not supported by a parent or guardian. Contact your local Centrelink to find out what government assistance you may be eligible for while studying.

### **Austudy**

Fulltime students doing an approved course at an approved institution or undertaking an Australian Apprenticeship may apply for Austudy support. Students need to be 25 years or over. Contact your local Centrelink to see what Austudy payments you may qualify for.

### **The Aboriginal and Torres Strait Islander Study Scheme**

Indigenous secondary and tertiary students or a full-time Australian Apprentice students may be eligible for Abstudy to financially help you to stay at school or go on to further studies. Abstudy provides a means-tested living allowance and other supplementary benefits to eligible secondary and tertiary students. Indigenous primary students living at home and aged 14 years or more on 1 January in the year of study may also be eligible for assistance.

### **Assistance for Isolated Children's Scheme**

This scheme provides for families who have a 'primary, secondary or under 16 year old tertiary student who cannot go to an appropriate government school because they live too far away.' Contact your local Centrelink for more details.

### **Fares Allowance**

This allowance assists students who are living away from their permanent home to cover the cost of travelling to and from their place of study. Fares allowance also covers the cost for external students to attend a compulsory residential component of their course. Your local Centrelink can provide you with further information.

### **Pensioner Education Supplement**

If you are undertaking full-time or part-time study, then you may be eligible for the Pensioner Education Supplement to assist with the cost of your studies. To be eligible for this payment, you need to be studying in an approved course and receiving a specific Centrelink benefit. To find out which benefits are entitled to receive this payment contact your local Centrelink.

### **Education Entry Payment**

This is a one-off payment to assist with the up-front costs of studying. However, you must meet a particular criterion to receive this payment. Contact your local Centrelink to find out if you qualify.

**Further to the benefits outlined above, Centrelink offers various forms of support if you are currently studying or looking to return to full or part-time studies. To find out what additional supports you may be entitled to, please phone Centrelink on 132-850 for an appointment to visit you're nearest Centrelink Customer Service Centre.**

**Please note: To reduce waiting times for many of the above payments the claim process can be started online at – [www.centrelink.gov.au](http://www.centrelink.gov.au)- by clicking onto the appropriate link.**



## GOVERNMENT SUPPORT

### GOVERNMENT PAYMENTS FOR 2010

It is unclear if any economic stimulus payments will be made for 2010.

If any payments are made (for example the Back to School Bonus paid to eligible families in 2009) think about putting it towards educational expenses.

You can use this money to pay for your child's educational needs now. Think about purchasing a yearly student concession met card for your child's travel needs (Yearly Met tickets cost around \$400). This will **instantly** reduce the pressure on the family budget of getting your child to and from school for 2009.

Where possible, plan with your school to pay in advance for:

- Excursions/Incursions
- Camp Costs
- Text Books
- Stationery Lists
- Uniform

### **Education Tax Refund (ETR)-KEEP YOUR RECEIPTS**

The Education Tax Refund is a federal government initiative to assist families with children in primary or secondary school to cover certain educational expenses. Families are eligible to claim a 50 per cent Education Tax Refund through the Australian Taxation Office or when completing their income tax return.

By keeping your receipts, Family Tax Benefit (FTB) Part A eligible families or those whose school children receive Youth Allowance, Disability Support Pension or ABSTUDY can claim 50 per cent tax refund per year for specific education expenses up to:

- \$750 for each primary school child  
(maximum refund of \$375 per child)
- \$1,500 for each secondary school child  
(maximum refund of \$750 per child)

#### **Eligible Items Include:**

Laptops	Education software
Home computers and related costs	Trade tools for use at school
Home internet connections	School text books
Printers	Stationery

For more information on eligibility and allowable expenses refer to the website.

<http://www.educationtaxrefund.gov.au/am-i-eligible/>

## AGENCY SUPPORT

### **The Smith Family-Learning for Life Program**

The Learning for Life Program offers **scholarships** to students whose families meet The Smith Family eligibility criteria of low income and commitment to their children's education. The scholarship is designed to assist families with educational expenses when purchasing items such as uniforms, stationery, books, or paying elective subject costs. The scholarship provides educational support from staff and financial support - between \$324 and \$2000 per student, depending on year at primary, secondary school or tertiary.

**For more information about The Learning for Life scholarships visit:**  
[www.thesmithfamily.com.au](http://www.thesmithfamily.com.au).

#### **PLEASE NOTE:**

- This option will not provide immediate assistance as there is often a long waiting list for these scholarships.

### **Open Family Australia – Back to School Program**

The Back to School Program is an initiative of Open Family Australia, a community based organisation. The program provides textbooks and stationery to young people who live away from home, or who are asylum seekers (i.e. have a bridging Visa), and are studying at Secondary School, University or TAFE. To access this program, contact your **Student Welfare Coordinator** who will provide you with the necessary information.

### **St Vincent de Paul Society**

For education assistance available through St Vinnies, please contact the Victorian Central Office on (03) 9895-5800.

## **Brotherhood of St.Laurence**

The Brotherhood of St Laurence has teamed up with the ANZ Bank to produce a matched savings program known as **Saver Plus**. It is aimed at helping families to save for an education.

The Brotherhood administers the Melbourne program through their head office in the City. The program also has providers in various regions of Victoria. The following information is taken directly from the Brotherhood of St.Laurence website at: [www.bsl.org.au](http://www.bsl.org.au) (Please check the website to find additional service providers for the Saver Plus program):

## **Introducing Saver Plus**

Saver Plus is a financial literacy and matched savings program helping people save for their own or their children's education. As part of the program, participants receive:

- Money Minded' financial education training
- \$1 in "matched savings" for every \$1 saved, up to \$1,000
- Personal support and guidance from a trusted community<sup>7</sup> organisation.

Saver Plus was developed by the Brotherhood of St Laurence and ANZ to help families on low incomes establish a savings habit, become long-term savers and build financial skills, knowledge and confidence.

### **Are you eligible for Saver Plus?**

You must be over 18 years and have a Health Care or Pension Card, earnings from paid employment and a proven capacity to save.

You must also live in an area where Saver Plus is operating (see locations below) and have children enrolled in a school OR be attending or returning to vocational education yourself.

### **VICTORIAN Saver Plus Locations:**

City of Greater Dandenong, City of Monash, City of Kingston–Berry Street Victoria (03) 9239-1400  
Heidelberg, Eltham, Lilydale, Healesville – Berry Street Victoria (03) 9431-1799  
City of Darebin, City of Yarra – Brotherhood of St Laurence (03) 9483-2431  
City of Casey, City of Frankston, Shire of Mornington Peninsula – Brotherhood of St Laurence (03) 8781 5937  
City of Latrobe – Berry Street Victoria (03) 5124 5971  
City of Shepparton – Berry Street Victoria (03) 58210399  
City of Hume and City of Whittlesea – Brotherhood of St Laurence (03) 9305-5100  
City of Greater Geelong, Colac – Bethany Community Support (03) 5278-8122  
City of Ballarat – Group Ballarat Training (03) 5333-1707  
Mildura Rural City Council – Loddon Mallee Housing Services (03) 5023-7243

To find out more about the program and how it works contact:

Sonia McCann  
Brotherhood of St.Laurence  
Ph: (03) 8781 5937

## **Youth Training and Employment**

From 1 July 2009, the Australian Government has renamed its employment services Job Services Australia. Job Services Australia replaces previous employment services and includes previous programs such as the Job Placement Employment and Training (JPET) program.

Young people, aged between 16 and 25, who are currently unemployed can access youth training and support programs through Job Services Australia. Job Services Australia can link the young people into programs and training that will assist them in the goal of attaining employment. This includes programs to help overcome personal and social barriers and engage more fully in the life of their communities. It aims to achieve greater social and economic participation through work, work experience, training and education.

From July 2009 the role of the case worker has changed to be more of a referral point to other services who provide the programs. However, they still offer considerable support depending upon the level of disadvantage.

If you are dealing with issues that are preventing you from returning to education, training or finding a job, Job Services Australia may be able to help you. For assistance in the City of Port Phillip, Stonnington and Glen Eira regions please contact:

The Youth Coordinator  
St Kilda Youth Service  
Contact: Talia Okten  
Ph: (03) 9534-3685

For other municipalities contact Centrelink. To receive help from Job Services Australia, you will generally need to register with Centrelink. Centrelink will provide you with information to enable you to choose a Job Service Australia provider and will make your first appointment for you.

## **Jobs, Education and Training Child Care Fee Assistance (JETCCFA)**

Jobs, Education and Training Child Care provides extra help with the cost of approved child care for eligible parents undertaking activities such as job search, work, study or rehabilitation as part of an Employment Pathway Plan, to help them enter or re-enter the workforce.

JET Child Care can help meet the cost of child care by paying most of the 'gap fee' not covered by Child Care Benefit for the hours of care you need to do approved activities.

### **More information**

- Contact your local [Centrelink Customer Service Centre](#) or phone 13 6150.
- View the [Information for families using the child care fact sheet kit](#) in the [Office of Early Childhood Education & Child Care website](#). View the "What is Jobs, Education and Training (JET) Child Care fee assistance?" factsheet.

## LOCAL GOVERNMENT

Contact your Council's **Youth Service** or **Community & Family Services Department(s)** for advice on support options available in your local area.

### **Stonnington Student Support Fund**

The Stonnington Student Support Fund (SSSF) is available to assist students living or studying in the City of Stonnington, who have no means of purchasing basic educational needs so that they can continue their education. This may include school books, uniforms, and classes or camps to encourage the student to stay at school. The SSSF is not used to provide school fees.

**Contact Stonnington Youth Services for application forms and further information.**

Contact: Jennifer Torrance

Ph: 8290 7029.

### **Port Phillip Student Support Fund**

The Port Phillip Student Support Fund is for students living or studying in the City of Port Phillip who have no means of purchasing basic education needs to continue their education at school. This may include school books, uniforms, and classes or camps to encourage the student to stay at school.

The Port Phillip Student Support Fund is administered and managed through the Port Phillip Community Group.

Ph: 9534 0777.

***Making education a reality***

**Ardoch**  
Youth Foundation

## STUDENT TRAVEL

### **Victorian Public Transport (VPT) - Student Concession Card**

Concession cards for travel by primary, secondary and tertiary students on public transport are available by completing a **current** 'Student Concession Application Form'. VPT Student Concession Cards will allow you to travel on public transport on a student concession fare.

**Please Note** that you are required to carry your VPT Student Concession Card **at all times** when traveling with a concession ticket or Half-Yearly or Yearly Metropolitan Student Passes or Regional Student Transit Passes. It is a requirement that both cards be produced when requested by a Public Transport Authorised Officer. You risk a fine if you don't carry both cards with you when travelling on public transport.

Application forms are available from your local MetShop and online at:  
<http://www.metlinkmelbourne.com.au/fares-tickets/concessions/students#Studentconcessioncard>

### **Pathways to Education Program**

Depending on funding availability this program, operated through Travellers Aid, may offer students access to met-tickets for travel to school.

There is currently a waiting list. If you want to be added to the list please phone 9670 2873 and ask about the Pathways to Education program. When funding becomes available Travellers Aid will forward an application form.

Students will need to complete the application form and take it to University/College/School Welfare Officer or Agency to be stamped and authorised for referral. A supporting letter from the school or agency would also help with a successful application.

Students will need to arrange an appointment with Travellers Aid by phoning **(03) 9670-2873** to speak with the Social Worker. Please bring the following with you to the appointment:

#### **Checklist for appointment**

- Application form (stamped and authorised)
- Passport sized photos (x 2)
- Supporting documents (Health Care Card/Student ID etc.)
- \$9.00 Registration Payment

Once the application has been processed and the student qualifies for travel services, Travellers Aid will issue a 'Student Travel Card' based on assessed need.

**The service is located at:** Travellers Aid at Southern Cross Station.

### **Education conveyance allowance- for rural areas and outer metropolitan Melbourne**

The education conveyance allowance is provided by the Department of Education and Early Childhood Development to assist eligible students with the cost of travel to school. The allowance is available to eligible students attending government and non-government schools in all country and outer metropolitan areas. It applies to travel by public transport, private bus and private car. **The Allowance is available to students aged between 5 and 21 who live more than 4.8km by the shortest practicable route from the nearest school and do not have access to the free school bus service.**

## COMPUTER SUPPORT

The organisations listed below offer reconditioned computers at discounted prices to students and families who are Health Care Card holders. Please note, schools, local libraries and the State Library of Victoria (open every day except Good Friday and Christmas Day) all offer computer and internet access free of charge.

### **Green PC**

375 Johnston Street,  
Abbotsford 3067  
Ph: (03) 9418 7400  
Email: [vic@greenpc.com.au](mailto:vic@greenpc.com.au)

### **Computer Bank**

438 Victoria Street,  
West Melbourne 3003  
Ph: (03) 9600 9161  
Email:  
[computerbank.vic@gmail.com](mailto:computerbank.vic@gmail.com)

### **THE COMPUTER RECYCLING NETWORK**

(For students with a disability)

17 Greenway Ave  
Ringwood 3134  
Ph: (03) 9879 5211  
Fax: (03) 9879 6211  
Email: [erni@erni.asn.au](mailto:erni@erni.asn.au)

PO Box 419  
Ringwood 3134

## OTHER

### **Trading Text Books – School Supplier**

Contact your schools text book supplier to find out when secondhand text books may be presented for a trade in. You will find their contact details on the booklist issued to you by the school. Please note only current textbooks in good condition may be traded.

It is advisable to present textbooks as early as possible as books are often only accepted according to the demand for that particular book.

### **Academic and General Book Exchange**

This book shop buys and sells a range of secondhand, new books and school stationery supplies. As the name implies, there's an emphasis on professional, academic and educational books. The company stocks text books and general literature from primary to university levels. Superseded editions of school and university textbooks can be picked up at bargain prices. The following discounts also apply:

#### **DISCOUNTS – PRIMARY AND SECONDARY STUDENTS**

**Cash or credit:** 5% on most books over \$25.00 **per book** (not published by Jacaranda or Oxford)

#### **DISCOUNTS – TERTIARY STUDENTS** \*CONDITIONS APPLY

**\*Cash:** 10% on books over \$25.00. **\*Credit:** 5% on books over \$25.00

Books can be purchased online at: [www.academicbooks.com.au](http://www.academicbooks.com.au) or visit one of their three conveniently located stores at:

259 Swanston Street, Melbourne Tel: 9663 3231

196 Elgin Street, Carlton Tel: 9347 9222

363 Mt Alexander Road, Ascot Vale Tel: 9375 7570

### **Online Textbook Suppliers**

Most book shops now days also provide online purchasing facilities for customers. Sometimes it can save you time and money by ordering online. It's worth checking out the internet for **online text book suppliers** (e.g. Text Book Oz has a section 'Buy and Sell Textbooks here'). These suppliers often sell new/secondhand books at heavily discounted prices. To get you started try the following web site: [www.textbooksoz.com](http://www.textbooksoz.com)

## **Uniforms**

Department stores such as *Dimmeys* sell a range of plain, school colored t-shirts, school hats and socks that can be used as uniform wear. These garments retail for a fraction of the regular supplier's price. If necessary, ask your school for an iron-on /sew-on logo to put on purchased items.

## **Service Clubs**

Other supports available to assist students with educational expenses may sometimes be obtained from individual service groups such as Rotary/Lions Clubs or religious groups. Contact numbers are readily available online or from your local Council Directory or the Whitepages Telephone Directory.



**If you continue to encounter obstacles to receiving an education, please contact:**

Project Coordinator- Direct Service  
Ardoch Youth Foundation  
Education Support Centre  
198 St Kilda Road,  
St Kilda VIC 3182  
Phone: (03) 9537-2414

**For your reference:**

**School & Agency Phone Numbers**

NAME	NUMBER

To the best of our knowledge the information contained in this booklet was accurate at the time of printing. Please contact individual organizations to confirm current information prior to accessing services.



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