



Information Pack

2020



St Vincent de Paul Society

The St Vincent de Paul Society, first established in 1833 in the city of Paris, is an international lay Catholic organisation operating in 149 countries. Over the 185-year history, the St Vincent de Paul Society has grown from its initial seven members to over 950,000 members worldwide. There are thousands of people who every day share their time and energy, and who care for humanity and want to make a difference in the lives of disadvantaged people all around Australia.

VISION

The St Vincent de Paul Society aspires to be recognised as a caring Catholic charity, offering a **‘hand up’** to people in need. We do this by respecting their dignity, sharing our hope, and encouraging them to take control of their own destiny.

MISSION

The Society is a lay Catholic organisation that aspires to **live the gospel message by serving Christ in the poor** with love, respect, justice, hope and joy and by working to shape a more just and compassionate society.

CORE VALUES

These are the values of the Society in Australia:

COMMITMENT- loyalty in service to our mission, vision and values

COMPASSION - welcoming and serving all with understanding and without judgment

RESPECT-service to all regardless of creed, ethnic or social background, health, gender or political opinion

INTEGRITY- promoting, maintaining and adhering to our mission, vision, and values

EMPATHY- establishing relationships based on respect, trust, friendship and perception

ADVOCACY-working to transform the causes of poverty and challenging the causes of human injustice

COURAGE-encouraging spiritual growth, welcoming innovation and giving hope for the future

So, what is homelessness?

'rooflessness' ...without a shelter of any kind, sleeping rough..

'houselessness'...with a place to sleep but temporarily in shelters, emergency accommodation or couch surfing..

insecure housing ...threatened with exclusion due to insecure tenancies, eviction, domestic violence..

inadequate housing ...caravans, campsites, unfit housing, extreme overcrowding..

People experiencing homelessness face complex issues. Homelessness is more than being without somewhere comfortable to sleep. Homelessness affects an individual's ability to meet their most basic needs, impacting them emotionally, physically, psychologically, financially and socially. Homes are essential for the development and dignity of the individual.

Homelessness is a human rights issue. Without adequate housing or a home, an individual's ability to access other basic rights such as the right to family life and privacy, the right to freedom of movement, the right to health and the right to education are compromised.

For children and young people, it's about having a strong foundation to build on and become happy, healthy and productive members of their communities. It's about giving them the opportunities to explore their potential.



**PEOPLE EXPERIENCING HOMELESSNESS
ARE NOT MERELY OBJECTS OF CHARITY,
SEEKING HELP AND COMPASSION. LIKE
ALL AUSTRALIANS, THEY ARE
INDIVIDUALS ENTITLED TO
PROTECTION AND PROMOTION OF
THEIR HUMAN RIGHTS.**

**The Australian Human Rights
Commission**

Now more than ever before, it is important that the community sector works together. The impact of COVID-19 requires a new and unique response from us all to continue delivering services to those most in need.

Ways you can make an impact

RAISING AWARENESS

Raising awareness is the first step towards making a difference. When we are aware of the issues and who they are affecting, we are more able to bring about change. Raising awareness means challenging commonly held stereotypes that don't accurately reflect the realities of the issue.

The School Sleepout Initiative helps to generate awareness of this social issue and gives people an understanding of the realities of homelessness.

FUNDRAISING

Many people who seek to access support services do so through various organisations. Many of these are charities and not for profit organisations who rely on the support and generosity of the public.

The School Sleepout Initiative and Winter Appeal play a substantial role in contributing to these donations. Money raised goes towards supporting people experiencing hardship in your local community.

VOLUNTEERING

Organisations like Vinnies rely on the ongoing support and commitment of individuals to give generously of their time and talents. Without this generosity we would not be able to do good works throughout local communities across Queensland and Australia.

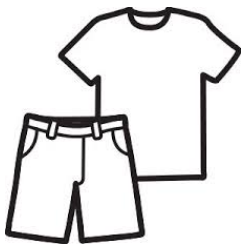
There are many opportunities for young people who are passionate about supporting their local community to get involved in the good works of the Society. By volunteering, you can help to support and offer a 'hand up' to young children in your local area. To discuss volunteering opportunities in your area, contact your local Vinnies Youth representative.

Ways you can make an impact

DONATIONS

Like funds, goods in kind play a vital role in being able to provide assistance to people in need of support. In particular, for people experiencing homelessness during the winter months there is often a need for blankets, warm clothing, jackets ,enclosed shoes and non-perishable food.

HOW YOUR DONATIONS CAN HELP



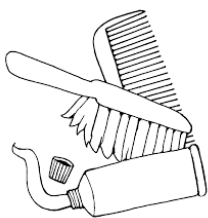
Simply donating any spare clothing or shoes that are in good condition could provide a young person with dignity and warmth.



Hosting a blanket or canned food drive could assist a local family with the extra supplies they might need.



Donating unwanted household items in good working order can assist a newly housed family to land on their feet.



Collecting hygiene and toiletry products can help to affirm the dignity of those who might be sleeping rough.



VINNIES SCHOOL SLEEPOUT

Hosting your own sleepout is a simple, fun and effective way for students to engage in raising awareness about homelessness. It also gives students the opportunity to experience what it might be like for someone sleeping rough.

With social distancing restrictions now a part of our lives, we are offering schools the opportunity to host a VIRTUAL school sleepout with their students. The same experience, from the safety of home.

How to organise a sleepout

School Sleepouts can occur on a date that works with your school calendar, starting and finishing at whatever times suit best. There is no minimum requirement for how many students, or how many hours the event must run for. However, at least one school staff member or designated adult must be present during your School Sleepout event. Your local Vinnies Youth representative is happy to work with any school community to assist with planning your event.

VINNIES SCHOOL SLEEPOUT IS GOING VIRTUAL!

COVID-19 has meant that all of us have had to adjust the way we do things. This year we're making changes to our sleepouts to ensure you can meet social distancing regulations. Rather than gather at school, students can participate from home in three ways that represent common forms of homelessness; sleeping outside in the backyard, sleeping on the couch or even sleeping in the family car!

Schools that register for the Virtual Sleepout are still able to select the date plus start and finish times for their sleepout. Again, one staff member or designated adult must be available to oversee the Virtual Sleepout. Vinnies Youth are able to provide some resources and activities that schools will be able to use via an online platform such as Zoom with their students on the night. Your local Youth representative can even send a short video of support for your students that you can play on the night of your Sleepout.

If wishing to fundraise, we can provide a link to Grassrootz, our chosen platform for online fundraising. Students can donate safely online and watch their donated amounts grow in real time. You can even compete with other schools in your local community.



Hosting a Sleepout at School

1. REGISTER YOUR SCHOOL

Complete the 'Count Me In' registration form online and submit. Once your registration is complete, a local Vinnies Youth representative will be in touch.

2. PLAN YOUR EVENT

PICK A DATE

- You can hold your School Sleepout anytime during Term 3 or some other time if that suits your school calendar better.

PICK A VENUE

- You can organise your School Sleepover anywhere safe within your school. This may be a hall, classroom, parish grounds or staff rooms. Consider the following when picking a venue:
 - wet weather – while it is great for the authenticity to be somewhat exposed to the elements, make sure there is shelter in case of rain
 - toilet facilities – ensure these will be accessible all night
 - power supply – so you can make hot drinks/soups/etc
 - water supply

PROMOTION

- Spread the word! Promote your Sleepout event through your local community.
- Create flyers and put them around the school. Put the information in newsletters, school announcements and speak on assembly.
- If your school has a Facebook page, you can promote the Sleepout there – make sure you have permission!

SIGN UP AND REGISTRATION

- Keep a list of all the students who sign up to attend. Send out a permission note to parents.

At least one school staff member or designated adult must be present during your School Sleepout event.

3. RISK MANAGEMENT

- Consider the potential risk management with your event and plan what you can do to reduce or eliminate these risks.
- Make sure there is a first aid officer and kit at the event.

4. PREPARING FOR THE EVENT

- Collect cardboard boxes for people to sleep on or have people bring them in.
- Create and distribute a list of items participants will need to bring (pillow, jumper/warm clothing, sleeping bag, toothbrush etc)
- Organise food for dinner and breakfast. Appropriate food such as soup for dinner helps to 'set the scene'.
- Create a sign-in sheet at the entrance to your Sleepout. This is important in case of emergency.
- Organise for the use of the school camera so you can take lots of photos. It may even be a good idea to pick someone to be the designated 'photographer' on the night.
- Make plans with your Vinnies Youth representative if you would like them to be there on the night to speak to your students or run some activities.
- Will there be a fundraising element on the night? Can you advertise this in your newsletter/community newspaper?
- Speak to your Vinnies Youth representative about using the Grassrootz online platform for your fundraising.

5. CREATE AN AGENDA FOR THE NIGHT

- Based on your starting time, organise an agenda for the night. You may wish to begin with a welcome and overview of the night. This could be followed by some activities provided by your Vinnies Youth representative. Ensure you discuss and debrief students after each activity. Include a bedtime as part of your agenda!
- Don't forget to plan for the morning. Your agenda should include breakfast and a debrief about the overall experience. Students could be provided with some examples of what more they can do through Vinnies to help those in need in their local community. Include home time in your morning agenda.

Hosting a Virtual Sleepout

1. REGISTER YOUR SCHOOL

Complete the 'Count Me In' registration form online and submit. Once your registration is complete, a local Vinnies Youth representative will be in touch.

2. PLAN YOUR EVENT

PICK A DATE

- You can hold your School Sleepout anytime during Term 3 or some other time that suits your school calendar.

FUNDRAISING

- If you intend to fundraise during your Virtual Sleepout event, speak to your Vinnies Youth representative about signing up to our chosen online fundraiser platform, Grassrootz.

PROMOTION

- Spread the word! Promote your Sleepout event through your local community.
- Create flyers and put them around the school. Put the information in newsletters, school announcements and speak on assembly.
- If your school has a Facebook page, you can promote the Sleepout there – make sure you have permission!

SIGN UP AND REGISTRATION

- Keep a list of all the students who sign up to participate. Send out a permission note to parents. Ensure parents accept responsibility for supervision on the night of your Virtual Sleepout.

At least one school staff member or designated adult must be available to oversee your Virtual School Sleepout event.

3. PREPARING FOR THE EVENT

- Discuss with students their options for sleeping out at home. They may choose from three common types of homelessness; sleeping outside in the backyard, sleeping on the couch or even sleeping in the family car!
- Students may wish to collect cardboard boxes to sleep on if sleeping outside or they may wish to set up a tent.
- Create and distribute a list of items students will need to participate (pillow, sleeping bag, warm clothes etc)
- Organise your online platform such as Zoom for communicating with your students throughout the duration of your Sleepout.
- Prepare your activities for the night using your own resources plus any provided by your Vinnies Youth representative. Discuss with them the possibility of a short video supporting your students in their sleepout, if interested.
- Ask your students to send through pictures of themselves at their Virtual Sleepout location.
- Are you planning on fundraising? If so, sign up to our online platform Grassrootz. Speak to your Vinnies Youth representative for more information.
- Provide participants with a timetable of events throughout the night so they know when to be online and ready.

4. CREATE AN AGENDA FOR THE NIGHT

- Have all students join your online 'meeting' at a designated time for a welcome and overview of the night.
- Plan what time your activities will be taking place, so students know when to be online and ready. Follow up these activities with discussions and debriefs with participants. Include a bedtime as part of your agenda!
- Don't forget to check back in with your students in the morning! Have a time for students to jump back online to debrief the overall experience. Students could be provided with some examples of what more they can do through Vinnies to help those in need in their local community.

Terms and Conditions

TERMS AND CONDITIONS

1. Once your Registration is submitted, a Letter of Authority to raise funds in the Society's name together with your confirmed registration will be sent to you.
2. Once you are approved, you may use the Society's official logo to promote your fundraising event but may not use it in conjunction with selling or promoting of any commercial product or service. The officially approved event logo will be forwarded to you if requested.
3. The Society does not permit its name or logo to be used to endorse any commercially available products or services without the explicit written approval of the State Council of St Vincent de Paul Queensland.
4. All artwork using the Society logo for external public audiences must be first approved by the Society before being printed.
5. Any promotional material designed to encourage public support for your event including notices, tickets, brochures or advertisements must include the words: 'all funds raised will benefit St Vincent de Paul Society Queensland'.
6. All funds raised in the name of St Vincent de Paul Queensland must be deposited into an account in the Society's name at a recognised financial institution. Details of the Society's banking arrangements will be provided to you. (It is an offence in Queensland to deposit funds raised in the name of a charity into a private bank account (Collections Act 1966)).
7. Gifts (of \$2 or more) to the Society are tax deductible and official gift receipts are available on request. Where interim receipts are required either for gifts or other contributions, a supply of receipt forms may be obtained from the State Office under certain circumstances.
8. Funds raised in the name of St Vincent de Paul Queensland may not be shared with any other organisation. Joint fundraising may be approved but written approval must be sought from all benefitting charities prior to the conduct of the fundraising.
9. All Authority holders are required to complete and sign a Report of Fundraising. The Report, in the required format, together with all supporting receipting and banking vouchers, should be forwarded to the Society's State Office within 30 days of the completion of the fundraising or by 30 June each year. The Vinnies Youth Team will email this to you after the event and will help you complete this. See Post Sleepout Event form.
10. All Authority holders are expected to manage risks associated with their fundraising events and must consider the safety of participants, insurances where necessary, licenses, permits and council approvals that may be required with certain types of events.
11. St Vincent de Paul Queensland staff are unable to become directly involved in the conduct of your event but will be available to provide advice and support on the night as required.

‘Count Me In’ Registration Form

| | | | |
|-----------------------|--|-----------------|--|
| School name | | ABN | |
| Contact Person | | Position | |
| Email | | Phone | |
| Address | | | |
| Suburb | | Postcode | |

SCHOOL SLEEPOUT EVENT

| | | | | | | | |
|-------------|--|---------------------------|--|--------------------------|--|------------------------|--|
| Date | | Start/Finish times | | Virtual or school | | No. of students | |
|-------------|--|---------------------------|--|--------------------------|--|------------------------|--|

FUNDRAISING

| | | | |
|--------------------------------|--|--|---|
| Start and finish dates: | | Will you be collecting donations? | <input type="radio"/> Yes <input type="radio"/> No |
|--------------------------------|--|--|---|

VENUE

| Would you like a Society representative to talk to your group prior to or during the event? | Please indicate the space available. | Please indicate which of the following facilities are available to be used. | Is there any additional support you would like? |
|---|--|--|--|
| <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Hall <input type="radio"/> Outdoor quad <input type="radio"/> Classroom <input type="radio"/> Library <input type="radio"/> Other | <input type="radio"/> Projector <input type="radio"/> Microphone <input type="radio"/> Sound Equipment <input type="radio"/> Computer <input type="radio"/> Other | <input type="radio"/> No <input type="radio"/> Yes (give details) |

I/we acknowledge that I/we have read the Terms & Conditions as set down by St Vincent de Paul Society Queensland and agree to abide by these.

Name:

Signature:

Name of school/organisation:

Position:

Date:

Post Sleepout Event Form

| | |
|-------------|--|
| Name | |
| School name | |
| Post code | |
| Email | |

| | | | | |
|--------------------------------|---|---|--------------------------------------|--------------------------------------|
| Who was the donation given to? | <input type="radio"/> Conference member | <input type="radio"/> Vinnies Youth Officer | <input type="radio"/> Direct Deposit | <input type="radio"/> via Grassrootz |
|--------------------------------|---|---|--------------------------------------|--------------------------------------|

| | | |
|---|---------------------------|--------------------------|
| Did your students find the Sleepout meaningful? | <input type="radio"/> Yes | <input type="radio"/> No |
|---|---------------------------|--------------------------|

| | | |
|---|---------------------------|--------------------------|
| Do you feel the Sleepout Initiative was a relevant, beneficial and worthwhile experience for your students? | <input type="radio"/> Yes | <input type="radio"/> No |
|---|---------------------------|--------------------------|

| |
|--|
| What was the highlight of your Sleepout? |
|--|

| |
|--|
| If goods in kind were donated, please advise (e.g. blankets, jackets, canned food etc) |
|--|

| |
|---|
| What would you like to see in next year's Sleepout? |
|---|

| |
|---|
| If money was raised as part of the Sleepout, please advise of the amount. |
|---|

| | | |
|--|---------------------------|--------------------------|
| Would your school like to get involved with other Vinnies Youth initiatives? | <input type="radio"/> Yes | <input type="radio"/> No |
|--|---------------------------|--------------------------|

| | | |
|--|---------------------------|--------------------------|
| Do you have any photos or stories you would like to share? | <input type="radio"/> Yes | <input type="radio"/> No |
|--|---------------------------|--------------------------|

Fundraising Form

Thank you for raising funds to support the good works of the Society in your local community. Your donations will go towards supporting individuals and families within your local community to help rebuild their lives.

THIS FORM MUST BE COMPLETED IF YOU HAVE COLLECTED FUNDS AS PART OF YOUR VINNIES SCHOOL SLEEPOUT.

| | | | |
|-------------------------------------|---|------------------------|--|
| School name | | | |
| Address | | | |
| Suburb | | Postcode | |
| Funds were deposited via Grassrootz | <input type="radio"/> Yes <input type="radio"/> No | | |
| Funds were deposited into bank | <input type="radio"/> Yes <input type="radio"/> No | Date funds were banked | |
| Amount raised | | | |

THE ST VINCENT DE PAUL SOCIETY QUEENSLAND BANK DETAILS

BANK – Commonwealth Bank

NAME – Society of St Vincent de Paul

BSB – 064 002

ACCOUNT NO. 0091 4461

REFERENCE – Please use your school name, post code and the word SLEEPOUT as your reference.

For example: St Marys Primary 4305 Sleepout

WHICH ST VINCENT DE PAUL SOCIETY SERVICE WOULD YOU LIKE THE FUNDS TO GO TO?

- ☐ local Conference
- ☐ Youth programs
- ☐ Other (please specify)

| |
|--|
| |
|--|

For more information

For further information please contact your local Vinnies Youth representative.

SOUTH EAST QUEENSLAND

Brisbane City/South

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