

SKC Family Support Group Roster Enrolment Form



SKC Family Support need volunteers to support families in a time of need. Please complete this form if you wish to offer assistance. Your name will be listed on a database and you will be contacted by email or telephone when assistance is required. You will be called upon to assist only once or twice a year.

Rostering is done on a demographic basis, so delivery will be as local as possible. Please note your name will remain on our volunteer database until you give us notice to remove it or until your youngest son completes Year 12.

Date: _____

Family Name: _____

Parents Names: _____

Son(s) name and Year level: 1. _____ Year: _____

2. _____ Year: _____

3. _____ Year: _____

Family Address: (suburb only is required) _____

Phone numbers: Landline: _____ Mobile: _____

Email: (please print clearly) _____

Help you are able to offer: (please circle)

Meals YES NO

Baking – Biscuits, muffins etc. YES NO

Other _____

Days available to assist: (please circle) Mon Tue Wed Thu Fri Sat Sun

Are you prepared to have your details published on a contact list for the purposes of a roster? YES NO

Please return this form to SKC Family Support Group.

Email: familysupport@stkevins.vic.edu.au or
to Reception at your son's campus (please label envelope 'SKC Family Support Group').

SKC Family Support Group Information

St Kevin's College aims to support a sense of family in the way that it sets about creating a community which extends to all a strong sense of belonging (Mission Statement 2016-2020).

The St Kevin's College Family Support Group provides practical assistance to members of the school community in times of crisis. It is administered by the Mothers' Association under the direction of Family Support Group Coordinators for the Senior and Junior schools who liaise with the Director of Students on a regular basis. At all times the confidentiality of the family involved is protected and Privacy Laws adhered to.

The support offered is usually the provision of home cooked meals and snacks made available on a roster system. Other assistance is possible and discussed on a needs basis. A family may make a direct request for assistance from the Family Support Group through the Coordinators, the Presidents of the Glendalough Mothers' Association or Seniors Mothers' Association. A referral can be made by a family friend or staff member. One of the Coordinators will liaise with the family or contact person who is familiar with the family to ensure that their particular needs are met and delivery arrangements can be put in place.

The Family Support Group network database holds details of all those families who have offered to provide support. Rosters are created from this database. Volunteers are normally called upon to assist only once or twice a year and are asked to provide either a meal or baked goods once a week to be dropped off at the family's home. We will supply those rostered with information on safe food preparation and transport and details of where and when to drop off the food.

New parents are now invited to become involved by completing the Family Support Group Roster Enrolment Form. Volunteers are not linked to a campus nor year level, but rather demographically organised to support the whole community. Please return the form to Reception at your son's campus or via email to familysupport@stkevins.vic.edu.au

Parents already on the database will remain so until they request to be removed or when their youngest son completes Year 12. They do not need to resubmit an enrolment form.

We ask that parents on the database please inform the Coordinators of any changes to their home address, phone number or email address.

Past parents of the College may choose to stay involved, please note however that your details will be automatically removed from the database once your youngest son completes Year 12, unless you request otherwise.

Thank you for your support.

SKC Family Support Group Coordinators