

VINNIES



SCHOOL

SLEEPOUT™

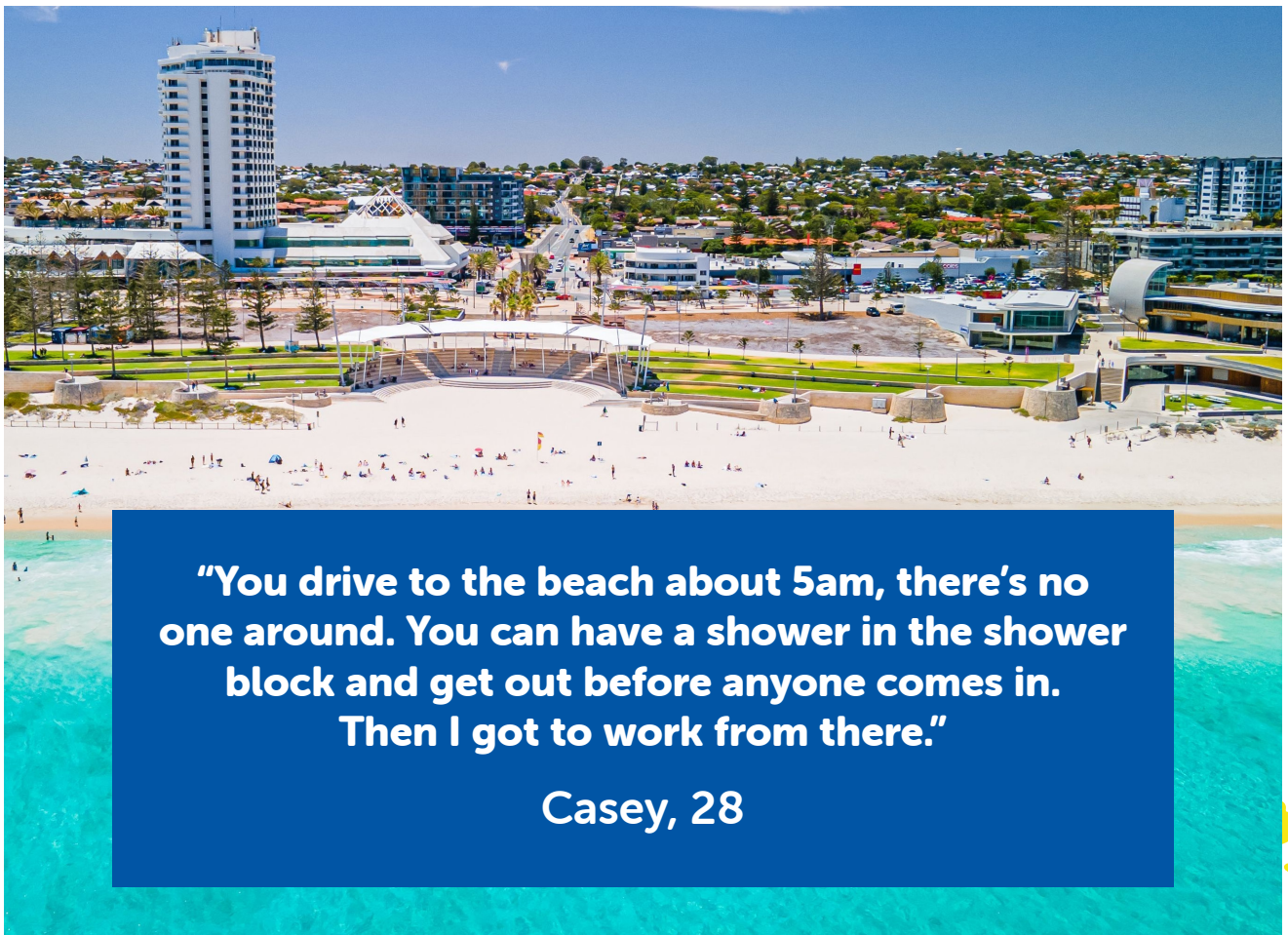
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SLEEPOUT

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"You drive to the beach about 5am, there's no one around. You can have a shower in the shower block and get out before anyone comes in. Then I got to work from there."

Casey, 28

WELCOME

THANK YOU FOR HOSTING A VINNIES SCHOOL SLEEPOUT!

You will find everything you need in this information pack to plan and host a Vinnies School Sleepout event.

The Vinnies School Sleepout offers students and school communities a first hand experience of homelessness by spending one night “sleeping rough.”

Beyond raising awareness and gathering essential funds for programs aiding those experiencing homelessness and poverty, it fosters a deeper understanding among students and teachers about the challenges faced by those experiencing homelessness.

On any given night, 122,494 people in Australia are experiencing homelessness (ABS Census 2021).

Homelessness is frequently misunderstood by the broader community, but by uniting, we can champion change and positively impact the lives of those in need.

**United Nations Sustainable Development Goals that you are helping achieve SDG 1: No Poverty; SDG 10: Reduced Inequalities; SDG 11: Sustainable Cities and Communities.*

In addition to fundraising and gaining a deeper understanding about homelessness, the **Vinnies School Sleepout** enables students and teachers to:

- ✓ Connect with an evident and increasing need within their community
- ✓ Bring students together with a united social justice issue with an activity that benefits the community
- ✓ Help shape, educate and influence community awareness and opinions
- ✓ Explore Australian Curriculum Links; Ethical Understanding: Understanding ethical issues and concepts.
Humanities and Social Sciences: Civics and Citizenship
- ✓ Participate in an activity that supports the 2030 UN Sustainable Development Goals* ultimately helping to achieve a better and more sustainable future for all, on a global scale.

HOMELESSNESS FACTS

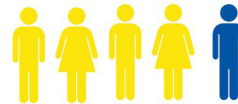
122,487

people were identified as experiencing homelessness across Australia, a 5% increase compared to 2016 data.



1 in 5

people experiencing homelessness identified as Indigenous.



Women are the fastest-growing cohort of people experiencing homelessness in Australia.

53,974

women are experiencing homelessness across Australia.



37.4%

of Australians experiencing homelessness are

Under 25

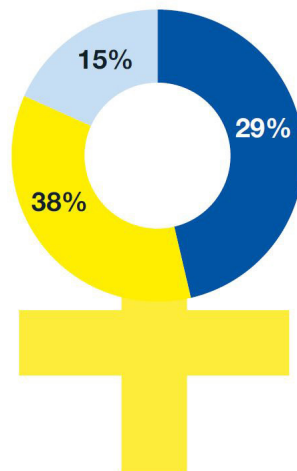
17,646 are under 12

Reasons women are experiencing homelessness across Australia.

Financial issues and housing affordability

Housing crisis, inappropriate housing or accommodation ending

Family and Domestic Violence



• **9729** experience homelessness every night in WA

• **23.8%** of people experiencing homelessness in WA are sleeping rough

• **19.8%** of the homeless population in WA are young people

HOW YOUR VINNIES SCHOOL SLEEPOUT MAKES A DIFFERENCE IN WA

Fundraising and advocacy can make a real difference in your school and the wider community.

Donations raised by amazing supporters like your school ensure we can continue providing important services and rebuilding lives. Your School Sleepout will play a substantial role in ensuring the work we do in the community is sustainable. Money and material goods raised will directly support people experiencing or at risk of homelessness in Western Australia.

Advocacy

Homelessness is a growing problem with more and more people turning to Vinnies for help. The Vinnies School Sleepout encourages students to raise awareness by talking to family and friends about homelessness and how we can each make a difference.

Homelessness is experienced by everyday people living in your local community. Many families living on the edge are only three pay packets away from homelessness.

If individuals have no family or friends to rely on, it's easy for someone to fall through the cracks and end up sleeping in their car, couch surfing or sleeping rough on the streets.

There are three different types of homelessness:

- **Primary homelessness:** People without conventional shelter, such as people living on the streets, sleeping in parks, squatting in derelict buildings or using cars or train carriages for temporary shelter.
- **Secondary homelessness:** People who move frequently from one form of temporary shelter to another. This includes all people staying in emergency or transitional housing or people residing temporarily with other households, such as couch surfing.
- **Tertiary homelessness:** Refers to people living in boarding houses for 13 weeks or longer. They are considered to be homeless because their accommodation is seen to be below "minimum community standards".

With the rising cost of living, unaffordable housing and low rental vacancy rate, homelessness is a growing problem in Western Australia. More and more people are turning to Vinnies for help. The funds raised through your School Sleepout will help us swiftly address the rising number of West Australians seeking our support.

Did You Know?



\$25

can buy **school lunches** for a student who is at risk or experiencing homelessness



\$50

can pay for basic **groceries** for a family struggling to put food on the table



\$75

can help provide **clothing** or warm blankets



\$100

can help pay for a **night's stay** for someone experiencing homelessness

YOUTH HOMELESSNESS: PAIGES STORY

When most kids were getting ready for exams Paige was fending for herself on the streets.

At 15 years old, Paige found herself totally alone. Her mother passed away after suffering from leukemia. She wasn't welcome or safe in her father's home because of an abusive stepmother, she didn't have any other family around, and she had very little support.

Paige spent the next few years couch-surfing, sleeping rough and relying on the kindness of friends. Her story shows just how quickly someone can find themselves experiencing disadvantage.

Everyday Vinnies staff and volunteers are in the community helping people like Paige to rebuild their lives.

"Thank you for helping me build my life again. I just needed that support which I've never had. Vinnies have saved my life"

The 2021 ABS Census data showed a 2.3 per cent increase in the number of children experiencing homelessness from 1,949 in 2016 to 1,994 in 2021.

Vinnies specialist services and programs like Passages Youth Engagement Hubs in Perth and Peel* help bridge the support gap for vulnerable youth like Paige.

The daytime drop-in Youth Engagement Hubs are staffed by qualified youth workers. The Hubs provide a safe and non-judgemental space for young people to access support and referrals to essentials services.



**Passages Youth Engagement Hub is a joint venture between the Rotary Club of Perth and Vinnies*

**"You can get a storage place for
about three hundred a month. I was
able to live there for a while."**

Jo, 33



HOW TO HOST A SLEEP OUT

GET READY

- Register your School Sleepout at www.vinnies.org.au/wa/get-involved/fundraise-for-vinnies-wa or contact the Vinnies Youth Coordinator at youth@sudpwa.org.au or call 08 63237545.
- Once your Sleepout has been approved you will receive an Approval to Fundraise letter and an invitation to create an online fundraising page.



PLAN AHEAD

- Use the Host School Sleepout Checklist and Run Sheet in this kit to help you create an Event Planning Timeline.

PROMOTE AND FUNDRAISE

- Promoting your event is a breeze. Just check out our Fundraising Tips page for ideas!

SCHOOL SLEEPOUT TIME!

- Arrive at your venue early to familiarize yourself with the emergency exits and the outside safety meeting point.
- Set up your venue with designated areas for signing in, a place to receive meals, a place for activities and a designated sleeping zone.
- Use the event Run Sheet you prepared earlier to deliver an amazing Sleepout event!
- Post regular social updates to keep your participants and supporters engaged.



AFTER THE SCHOOL SLEEPOUT

- Thank and reward your participants with certificates of appreciation!
- Bank cash donations within 14 days and email in the cash donation form so we can issue supporters with tax deductible receipts.
- Thank supporters, sponsors and volunteers for their contribution in making the event a success!



By fundraising online you can share your Vinnies School Sleepout page with others and access resources that will help with raising awareness and donations for your event. The website does half the work for you and allows you the flexibility to change to a virtual sleepout!



We know that e-safety is very important. On the School Sleepout fundraising platform users can change their page settings to private. Participants can still share a unique link to their page with family and friends it just means their page is kept private from the general public.



Award top fundraisers but also think of ways to acknowledge other contributions like the most innovative sleepout hut, best helping hands or funniest volunteer!

FUNDRAISING TIPS



PROMOTE!



- Hang posters up around your school
- Promote in your school newsletter or in your school assembly
- Consider hosting a mini event to kick off the fun and recruit students and teachers to participate (maybe a gold coin Soup Van themed lunch activity or casual clothes day). This a great way to jumpstart your fundraising too!
- Ask local businesses for sponsorship in exchange for a mention in the school newsletter, assembly or a shout-out in social media.
- Hashtag and tag your stories **#VinniesWA** or **@VinniesWA**



CREATE ATMOSPHERE!

- Decorate your venue
- Arrange for a speaker or ask a celebrity to make a guest appearance
- Seek cardboard donations for signage and fort/shelter building
- Fairy lights can help soften the atmosphere for younger participants
- Organise simple food for dinner like soup and bread rolls, water bottles and Milo
- Ask parents or local businesses to donate cereal for breakfast



ONLINE GROUP/CLASS FUNDRAISING PAGES ARE A GREAT WAY TO **PROMOTE** THE SLEEPOUT TO FRIENDS AND FAMILY.

HOST SCHOOL SLEEPOUT CHECKLIST

Event participation:

- Gain permissions - ensure you have permissions from your relevant school administrator; that parents/guardians give permission for students to attend and the event adheres to school policies.
- Recruit parent volunteers with Working with Children Check to help out at the event.

Venue:

- Be safe and secure: the security and privacy of participants is a priority. Pick a venue that is easily secured, or has its own security personnel. School grounds, classrooms, gyms, libraries or common areas are ideal locations.
- Investigate what insurances, permits and licenses you may require to ensure you provide a safe and secure sleepout for your participants.
- Ensure your venue has power and running water.
- Ensure there is all night access to toilet facilities and change rooms.
- Offer appropriate sleeping conditions. Exposure to the elements is great to create atmosphere and provide a genuine experience but you will need to ensure there is adequate shelter in case of rain.

Safety:

- Create a risk management plan in case of emergency
- Create a Sign-in sheet to record participant details
- Have a First Aid Kit and designated First Aider

Social Media:

- Ensure permissions are sought for students to have an online page or set up a class page instead. School Sleepout online fundraising pages can be set to private at the user level.
- Ensure appropriate photo permissions are sought from parents and guardians

Sleepout event:

- Run Sheet
- Activities / Speaker
- Food and water

Participant Checklist:

- Sleeping Bag
- Pillow
- Warm clothing
- Backpack
- Toothbrush
- Torch
- Favourite teddy
- Snacks
- Medication if relevant

RUN SHEET EXAMPLES

Primary School

Evening	
Time	Activity
5.30pm - 5.45pm	Welcome and event overview
5.45pm - 6.00pm	Information presentation
6.00pm - 7.00pm	Activity stations
7.00pm - 7.30pm	Dinner
7.30pm - 8.30pm	Sleep out
8.30pm - 9.00pm	Reflection and call to action
9.00pm	Home time

High School

Evening	
Time	Activity
5.30pm - 5.45pm	Welcome and event overview
5.45pm - 6.00pm	Information presentation
6.00pm - 7.00pm	Activity stations
7.00pm - 7.30pm	Dinner
7.30pm - 8.30pm	Movie
8.30pm - 9.00pm	Go to sleep
Next morning	
7.00am - 7.45am	Wake up and breakfast
8.00am - 8.30am	Reflection and call to action
8.30am	Home time

MONEY MATTERS

When running a fundraising event it is your responsibility, as the organiser, to keep an accurate record of the finances, manage the funds and deposit those funds to Vinnies.

Here are a few important things to keep in mind:

- Deposit funds to Vinnies WA within 14 days of the fundraiser having ended.
- Sometimes donors like to give cash or cheque and would like a tax deductible receipt. Please use the Cash Donation Receipt Form to record their donations. Please deposit the cash at the bank and email the form to fundraising@svdpwa.org.au or send the form and cash back to our office using the details below:

Vinnies WA

C/-Fundraising Coordinator
PO Box 1450
Canning Vale DC 6970

- Under no circumstances should individuals open or operate a fundraising bank account in the name of Vinnies to collect monies raised.
- When a supporter has received goods or services in return for money (e.g. purchased raffle tickets, sausage sizzle or prizes at auction), a tax-deductible receipt cannot be issued.

When making a deposit, please use Vinnies WA account details below:

Account Name:

St Vincent de Paul Society (WA) Inc

Bank: NAB

BSB: 086 006

Account: 482205841

Reference: School Group Name

Email donations@svdpwa.org.au and advise of the deposit date and amount so we can reconcile your donation.

All donations \$2 and over are tax deductible.



Your acts of
kindness changes lives.

Thank you!



APPENDIX



FUNDRAISING TERMS AND CONDITIONS

Thank you for holding a fundraiser for the St Vincent de Paul Society (WA), also known as Vinnies WA. We are grateful for your support. Please find below the terms and conditions we need to advise you of when holding an event.

Fundraising management

Any event organised by a third party (individual, group or organisation), external to St Vincent de Paul Society (WA) [Vinnies] is not an official Vinnies event, and that third-party is not acting as an official representative or agent of Vinnies.

Vinnies bears no responsibility for the management or conduct of a fundraising event organised by a third party. The event will be conducted in the organiser's name, and they will be responsible for the organisation, conduct and outcomes of the activity or event.

Reputation, branding and ethical behaviour

The Organiser or event/activity must not in any way undermine the work of Vinnies, discredit Vinnies, or bring Vinnies into disrepute. The Organiser commits to fundraising in an ethical way that is in line with the values of Vinnies.

Express permission must be sought before using the Vinnies brand in any way, outside of those provided for download on our website, such as in promotional materials, including use of; logos, taglines, images, and any other brand elements.

The fundraiser should not be named or branded as an official Vinnies event (for example 'Vinnies Walkathon'). The organiser should instead use wording like 'proudly supporting Vinnies' or 'proceeds donated to Vinnies'.

Media

Permission must be sought before contacting the media. You can discuss media opportunities with us by contacting: media@svdpwa.org.au or (08) 63237543.

Safety and risk

Events must be organised with the safety and security of all participants in mind and the Organiser must take responsibility for the safety and security of others and themselves, including holding the required insurances such as public liability insurance and following social distancing measures when required.

Events or activities that present inherent or unreasonable risk are not encouraged by Vinnies.

Approvals

Vinnies reserves the right to cancel any fundraising event or activities at any time and withdraw authority to fundraise under our license should the Organiser fail to meet any of the conditions.

Organisers must be 18 years of age or older to qualify for registration as a Sleepout event host. Community fundraisers under 18 years of age should have an adult apply on their behalf and then accompany them at the event or activity. If an adult is submitting on behalf of someone under 18 years, please make these clear on the application form.

If you are under the age of 18 and registering as an online participant, you can only do so with the permission of a parent or guardian. Vinnies supports a safe online environment. Incidences of cyberbullying can be reported to the appropriate authorities.

Financials

The organiser is responsible for covering any expenses relating to the event and as such any losses that may arise from the event or activity. Vinnies takes no responsibility for the financial outcome of the event/ activity.

The organiser agrees to be honest in their handling of money that they have committed to donate. The organiser will hold all funds raised until the event or activity is complete and funds are submitted to Vinnies.

The organiser is required to send the funds raised to Vinnies within 14 days of the event or activity being completed.

The organiser must commit to accurately completing all necessary paperwork and supplying this to Vinnies within 30 days of the event or activity being completed.

Legal compliance and insurance

The organiser must take responsibility to ensure their event or activity is compliant with all legislative requirements, and must obtain all necessary permits, permissions, authorities and licences needed. It is the responsibility of the individual organiser to investigate these requirements and no responsibility will be taken by Vinnies for matters involving national, state/territory or local council laws, or venue codes of conduct.

The organiser agrees to release Vinnies to the fullest extent permissible under law for all claims and demands of any kind associated with the event or activity and related outcomes and indemnifies Vinnies for all liability or costs that may arise in respect to any damage, loss or injury that occurs to any person in anyway associated the event or activity.



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E info@svdpwa.org.au
W vinnies.org.au/wa

ABN 18 332 550 061

Share your Vinnies experience to social media and bfollow us.

-  facebook.com/VinniesWA
-  [@vinnieswa](https://instagram.com/@vinnieswa)
-  linkedin.com/company/vinnies-wa
-  [@VinniesWA](https://twitter.com/@VinniesWA)
-  youtube.com/VinniesWA
-  [@vinnieswa](https://tiktok.com/@vinnieswa)