



# Uni Camp for Kids

**REMINDER:** All children MUST BE RE-NOMINATED EACH YEAR regardless of how many times they have been nominated or attended camps.

Uni Camp for Kids has been taking disadvantaged children on free camps (and later picnics) since 1936. The committee and leaders are all student volunteers from the University of Western Australia who organise and participate in our 4 one day-long picnics and 3 one week-long summer camps for the benefit of children who are emotionally, socially or financially disadvantaged. To attend the summer vacation camps the children are nominated by social workers or welfare officers from both government and public organisations. As we are limited by funding, there is then a selection process carried out before children are guaranteed a place on camp. This selection process is outlined on the following pages to clear up any confusion about how kids are selected, and what information needs to be included on nomination forms.

Next year the three camps run from **December 31<sup>st</sup> 2017 to January 20<sup>th</sup> 2018**. Each camp runs for one week (Sunday to Saturday) and for that week children are placed in 'family' groups of 5-7 children and a male and female student leader. All of our leaders have current Working with Children Checks and are experienced with our program. This year camps will be based at Point Peron Camp School in Rockingham and will include daily outings to fun venues such as a fun fair and water slides, and on-site activities like sports, art and craft.

The camp provides an excellent opportunity for kids to make new friends and participate in activities that they may otherwise not have a chance to enjoy. The interaction the children have with each other and with their student leaders is a significantly worthwhile experience. Summer camps also give the children's parents and guardians an often much needed holiday.

There are many children in the community facing social, emotional and financial hardship that UCFK would love to help. Unfortunately, due to limited funds and volunteers we are unable to accept every child that is nominated. That means that it is important that nominations are for children who are most needy and, importantly, would most benefit from the opportunity we are offering. To aid the selection of children for camps, please forward any relevant background information, including social and medical histories of the children to us, as well as prioritizing your nominations if there is more than one. The more information you provide the greater chance the child/ children will get of being selected for one of our camps. **All of this information is kept strictly confidential and only seen by myself and is very important in the selection process.**

Please give close consideration to who you nominate and ensure that all the families of the children you nominate understand that having their children nominated **does not guarantee** a placement on a camp. As we have limited places we cannot accept every child nominated. This **must** be stressed to the families involved.

If they are selected, children receive a personal invitation from UCFK which indicates that they have been selected for one of the summer camps. This invitation includes a consent form which is to be filled out and

returned to UCFK before the due date specified on the invitation. It is important that these forms are returned by the due date to secure the child's place on camp.

When nominating a child, **it is still necessary** to nominate those children who have attended camps in previous years as they will not automatically be re-nominated. The children you nominate must also be within the age limits.

**This year we are changing the age bracket to reflect school years** so that there is less of an age disconnect between UCFK and our sister charity LYF which holds similar events and mentoring programs for teens. To bridge this gap the UCFK age bracket will now be from school years 1-6, where previously it was children aged five to turning 13 in the year of camps. As this is the first year of this system there will be some children born in 2005 who have been allowed on picnic in 2017 but are in year seven at school. As a result we will still accept applications for year sevens born in 2005 as well as working closely with LYF to figure out which children will definitely attend UCFK and which will be a part of LYF in 2018 to do our best to cover every child.

Therefore, children born in 2004 will not be eligible for a camp placement. This rule is **FIRMLY ADHERED TO**. This restriction is applied because past experience has shown us that children outside these limits are difficult to fit into the UCFK camp structure. It is also imperative that children with severe mental or physical disabilities are not nominated. As much as we would like to accept these children, our leaders are not qualified in handling children with severe disabilities

To nominate children, return the attached nomination form with the necessary details, and list your nominations in order of preference for camp places. You can nominate more than three children by photocopying the form or attaching extra lists containing the relevant information. **Please use a new nomination form copy for each family**, this makes the selection and organisation process much easier. To ensure we take as many kids on camp as we can, places not filled by the first round of offers will go to a second round. This process continues until all camp places are filled, so the whole process is aided by the swift return of your nomination forms.

**Nomination forms MUST BE RECEIVED BY Friday 13<sup>th</sup> October 2018**. Nominations can be sent in by:

1. **Emailing** the forms to [secretary@unicampforkids.org.au](mailto:secretary@unicampforkids.org.au) (this is our most preferred option)
2. **Posting** the forms, using the enclosed cover sheet or headed with “**UCFK – Attn: Rex Edwards**”, to:  
M300, University of WA, 35 Stirling Hwy, Crawley, 6009.
3. **Faxing** the forms with the same heading to 6488 2648

The children who are selected for camp are then sent an invitation with information regarding the camps as well as guardian consent forms. If this arrangement is not acceptable, and you would prefer to receive the kids' letter yourself, please indicate that on the nomination form. Please also indicate if we must not use photos of children in our publicity material (for their anonymity / safety). Once nominations are received, I may call you with any queries I have regarding your nominated children. Likewise you can contact Uni Camp for Kids by calling our office on 6488 8763 or myself personally on 0404 314 644, faxing us on 6488 2648 or emailing [secretary@unicampforkids.org.au](mailto:secretary@unicampforkids.org.au). I will get back to you as soon as possible, please note I would prefer for you to call my mobile or email me as the office phone is unreliable.

We really appreciate your support of Uni Camp for Kids and can't wait for another year of our successful summer camps.

Yours sincerely for the kids,

**Rex Edwards**

**Uni Camp for Kids Secretary 2017**

**Phone: 6488 8763**

**Fax: 6488 2648**

**Email: [secretary@unicampforkids.org.au](mailto:secretary@unicampforkids.org.au)**

**Post: M300, University of WA, 35 Stirling Hwy, Crawley, 6009**

# **NOMINATION AND SELECTION PROCESS FOR UNI CAMP**

## **FOR KIDS SUMMER CAMPS 2018**

*As much as we would love to take every child that is nominated, this is not always possible. It is a heartbreaking job to have to decline any of them, so your understanding of this nomination process and the difficult decisions we have to make will ensure that the nomination and selection process is as effective as possible. Please read the following information carefully:*

### **1. Monday 4<sup>th</sup> September: Nomination forms sent to social workers**

- Please print out as many forms as you require OR edit the pdf and return to us
- Please use a separate form for each family you nominate
- Remember, for camps we take children from **aged 5 up to those turning 13 in 2018 (years 1-6 and some year 7's)**. This is **firmly adhered to**.
- Inform your organization, and any other associated groups, of Uni Camp for Kids and the service we provide so they too can nominate children
- All nominations will be considered provided that the nominator includes all details of their organization if they haven't dealt with us before, and completes all details for the child/children being nominated

### **2. September/October: Before returning the forms**

- Notify the family of the child's nomination before returning the forms - send the family a copy of the "You've been nominated to attend Uni Camp for Kids Summer Camps" form.
- **ENSURE that families understand that nominated children have to go through a selection process and may NOT be invited to attend camp - even if they have attended before!**
- Ensure that the family understands properly what Uni Camp for Kids is about. First impressions are hard to change, so the first contact the family has with us should not be one that leaves them confused or uncertain as to where we have found their children's details.  
Please explain to the family what Uni Camp for Kids is and how we operate. We have an additional "information for new parents/guardians" letter if you require.

### 3. Friday 13<sup>th</sup> October: NOMINATION FORMS DUE!!

- All forms **must be received on or before the due date**
- Priority is NOT given to those forms that are received earlier, just as long as they are all in by **Friday 13<sup>th</sup> October**
- Nomination forms can be sent by post, fax or email, and must use the enclosed cover sheet or headed **“UCFK- Attn: Rex Edwards**, to ensure that the enclosed information remains confidential.
- Forms received after this date will be considered for second round offers

### 4. October/November: Selection of children

- *Due to limited funds it is impossible for us to accept every child that is nominated. The children who we feel will benefit the most from our camps are usually those who are in the ‘hardest situation’*
- Children are prioritised according to the seriousness of their particular financial, social and emotional situation
- To make our selection process easier, please:
  - **Include as much family, social and emotional history as possible**, no matter how brief or insignificant it may seem. Please answer each of the questions included with your nomination package to the best of your knowledge. I can’t stress enough how much fairer and easier the selection process is if we are provided with as much information as possible about a child.
  - **Rank the children/families that you nominate.** I know that this is an extremely difficult and sometimes painful task, but it really helps make our selection process easier, and must be done eventually before we can invite children to camp. This can be done on the reply cover page included with your nomination package.

## **5. November: Invitations sent to selected children- 1<sup>st</sup> & 2<sup>nd</sup> round**

### **1<sup>st</sup> round:**

- Camp information and permission forms are **sent directly to the parents/guardians** of the children selected, unless you otherwise indicate (on the nomination form). 1<sup>st</sup> round offers will be posted in the first week of November
- Forms are due back on **Friday 24<sup>th</sup> November**. A child's place on camp is only secured once their permission form is completed and returned. After sending in their form, the family will hear from us by phone before camp.

### **2<sup>nd</sup> round:**

- Places that have been declined or forms that have not been returned from 1<sup>st</sup> round invitations will be then offered to children next on the list.
- This procedure is continued right up until the week before camps or until all available places are filled.

