



REQUESTS FOR MATERIAL SUPPORT - SCHOOL PROCESS

BACKGROUND

At Mentone Girls' Secondary College (MGSC) we do our best to support students and their families in need with school materials. Where possible families are asked to plan for the purchase of school supplies.

The following resources are available before seeking support from the school:

- The MGSC college intranet [Parent Connect page](#) list the Year 7-12 booklists. This will provide an indication of the expected financial commitment for student resources.
- The [MGSC Second-hand Book Buy and Sell](#) Facebook page lists second-hand books for sale. Second-hand books are also advertised on the Sustainable school book shop site with a specific link for MGSC: <https://www.sustainableschoolshop.com.au/booklist/mentone-girls-secondary-college>
- Families may choose to donate booklist items however will not be received unless they are current for the book listed items. Donated items will be stored in the library and allocated to Wellbeing or Staff at the discretion of the Library Manager

Financial Support for families

MGSC understands that some families may experience financial difficulty and offers a range of support options.

Families experiencing financial difficulties are encouraged to contact the general office. Confidentiality is always maintained.

CSEF

- Parents with a valid means-tested concession card are eligible for the Victorian Government Camps, Sports and Excursion Fund (CSEF). The amount of CSEF in 2026 is \$400.

State School's Relief (SSR)

- Recipients of CSEF are also eligible to apply for SSR which entitles Year 7 families to a pair of shoes and an \$85 Bob Stewart Voucher. Note: Year 7 families: existing CSEF recipients will need to complete a new application for MGSC.
- All families can apply directly to SSR for support with uniform, textbooks and other materials. <https://stateschoolsrelief.org.au/>

MGSC Student Wellbeing

- Eligibility will be determined by the Wellbeing team leader.
- Resources provided are for loan only and must be returned at the end of each school year.
- Resources are not guaranteed from one year to the next. Due to the high demand for support resources must be allocated in an equitable manner.
- Families requesting support from MGSC Wellbeing are asked to email the school
- mentone.girls.sc@education.vic.gov.au with WELLBEING ASSISTANCE in the subject.
- **Support for textbooks can be requested up until mid-December only.** Orders cannot be placed in the following year.
- **Approved Students** being provided second hand uniforms will be taken to the second-hand uniform shop by an admin officer. The admin officer will record the items in the red sales book and the receipt book, giving the student a copy of the receipt.

MGSC second-hand uniform shop:

- Is run by volunteers and is open twice a week.

Students in temporary care can obtain support from Child Protection who have a process in place for the purchase of school resources through Centrelink. Parents/carers are asked to contact their assigned Child Protection contact.