



St Francis of Assisi
PARISH PRIMARY SCHOOL

CAMPS, SPORTS AND EXCURSIONS FUND POLICY

Rationale

The Camps, Sports and Excursion Fund (CSEF) supports the education of students from eligible families, and therefore needs to be sensitively and effectively managed at school level.

Aims

- To ensure all eligible parents receive the Camps, Sports and Excursions Fund.
- To ensure the fund is managed effectively at a school level in compliance with the relevant Department of Education and Training requirements

Implementation

- Details relating to CSEF eligibility, and due dates for the applications will be communicated to parents via the school newsletter.
- CSEF information will be distributed in languages appropriate to the school community so as to ensure all eligible parents are aware of application requirements. Information for parents is available on the CSEF website www.education.vic.gov.au/csef This information is available in other languages on this website.
- The school can accept and process applications up until the end of term two each year.
- The school will not accept late claims.
- The CSEF is an annual payment to the school of eligible applicants.
- The CSEF provide payments for eligible students to attend camps, sports and excursions.
- Any unapplied funds are rolled over to the following year and applied to camps, sports and excursions.
- If an eligible student leaves the school, any unapplied funds must be forwarded to the new school.
- A school Officer is allocated the position of overseeing the Camps, Sports and Excursions Fund arrangement. This is important to ensure support and familiarity for parents. This is consistent with our Privacy Policy.

Evaluation

This policy will be reviewed as part of the school's four-year review cycle.

POLICY REVIEW

Policy reviewed	February 2025
Approved by	Principal Mark Basile
Next scheduled review date	February 2028