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## **CAMP SPORT and EXCURSION FUND (C.S.E.F) POLICY**

### **RATIONALE:**

- The Camp Sport and Excursion Fund (C.S.E.F ) will assist eligible families to cover the costs of school trips, camps and sporting activities, and therefore needs to be sensitively and effectively managed at a school level.

### **AIMS:**

- To ensure all eligible parents receive the annual payment.
- To ensure the fund is managed effectively at school level in compliance with relevant DET requirements.

### **IMPLEMENTATION:**

- Details relating to the C.S.E.F. eligibility, and due dates for applications will be communicated to parents via the school newsletter, website, tiqbiz and facebook.
- Where necessary, C.S.E.F. information will be distributed in languages appropriate to the school community to ensure all eligible parents are aware of application requirements. Non-English C.S.E.F. information is available from:

<http://www.education.vic.gov.au/csef>

- Parent applications close in June
- The school will not accept late claims.
- Applications to be submitted to the school by the due date.
- H.C.C or Pension cards must be valid on the first day of the first school term.
- The yearly payment of \$125.00 per child will be made to the school at the beginning of the year in March.
- C.S.E.F can be used for Camps, sports and/or excursion expenses only.
- The balance of a student's C.S.E.F will roll over to the following year and/or be transferred to the students next school.

### **EVALUATION:**

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

School Use Only

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