



Camp, Sports & Excursions Policy (CSEF)

Rationale:

Funding of an amount determined by DET each year per eligible student has been allocated to schools for them to increase access and exposure to a broad range of curriculum and educational activities beyond the classroom – Parents/Carers who hold a valid means tested concession card will be eligible.

Implementation:

1. Use of Funds:

Schools are required to use the Camps, Sports and Excursions Fund (CSEF) payment for expenses relating to Camps, Sport and/or Excursions for the benefit of the eligible student.

Schools will communicate with eligible parents/guardians to advise how the school intends to allocate the CSEF payment for the benefit of the eligible student.

2. School Determined Allocation of Funds:

The school will manage this process through the Finance Sub-committee of School Council.

Input will be sought from:

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| - Principal | - Curriculum leaders |
| - Business Manager | - Parent community |
| - Wellbeing Staff | - School Council |

Priorities

The Warrnambool East Primary School Finance Sub-committee will determine priority funded activities using the following criteria:

- Whole school (assisting the whole school in realising the Vision and Values)
- Core Subjects related activities/excursions
- Co-curricular Activities/Camps/Excursions (including Incursions)
- Social activities supporting the welfare and social and emotional development of students
- Sporting events that are affiliated with School Sport Victoria

Funding is received on a Financial Year basis and Parents/Carers are required to confirm their eligibility to receive CSEF on an annual basis (ref: CSEF Application in June)

3. Remaining Funds:

Any remaining portion of the CSEF not expended by the end of the school year will be carried forward and used towards the following year's camps, sports and excursions expenses for the **eligible** child. This credit is not to be used for other siblings until the eligible child has left the State school system.

4. In the event of a student changing schools:

If an eligible child transfers to another Victorian school, the default position is that the value of any unspent portion of the CSEF should follow to the student's new school, so that the student has access to the full value of the payment. The outstanding funds will be identified through the Family Statement.

This will be arranged between schools involved. Any outstanding excursions or activities on the student's account must be finalised prior to any credit being passed on to another school.

5. Students leaving the school system:

If the student leaves the Victorian school system, the CSEF payment will remain with the school and may be used towards the expenses for other family siblings.

If the student has no siblings the remainder of the funds will be used on school-incurred costs associated with operating camps, sports or excursions activities for students in need.

6. Refund/Recredit:

Refunds of the CSEF will not be available to families.

Evaluation:

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| Date Implemented | Feb 2019 |
| Approved By | Principal – Michelle Miller SC President – Jenny Waterhouse |
| Review Date | Feb 2020 |