

Belvoir Special School Newsletter



38 Gayview Drive, WODONGA, 3690

Dear Parents/Carers/Friends,**Student Absences**

A reminder to all parents to ensure that they inform the school when their child is going to be away or when they will return from an absence. All non-explained absences will cause an SMS to be sent to families and this should remind them to contact the school around the absence.

If you receive an SMS and you believe that your child should be at school or has been marked absent by mistake, please give us a call as soon as possible. This will ensure that we check our information and make sure that the student is where they are supposed to be and is not missing.

Students who have extended unexplained absences of more than three days will receive a call from the school asking for an explanation from the parents/carer. The School Stream App is a quick and simple way to notify the school about absences. Information about the App can be found in this newsletter.

Thank you to all of those families who do complete absence notifications each day. This greatly assists the staff in the office each day.

School Council News

The Annual Reporting Meeting (AGM) of the school council will be held on Wednesday 15th March, 6.00pm.

We are now calling for nominations for school council. An information flyer on school council and nomination forms are included in this newsletter. Additional nomination forms are available from the school office. Staff and parents can nominate themselves for the election, or someone else can nominate them. Nominations for School Council will close on Monday 6th March, 2023.

Belvoir Swimming Carnival

Our annual swimming carnival is happening next Friday 3rd March 9.30am to 2.00pm at Albury Swim centre. Sausages in bread will be provided. Foundation students who will be attending must be supervised by their parents. If you have any questions or queries, please contact the office.

Hats, Caps and Sunscreen

As a sun smart school all students are required to wear a hat whilst they are in the yard at recess and lunchtime as well as while they are on outings. Unfortunately, sun smart hats do not include caps. Many of our students are wearing caps to and from school and while this is fine all students must have a broad brimmed hat or bucket hat to wear during the day. All classrooms have sunscreen in them, and teachers and ES staff will apply sunscreen to students during this sunny period of the year. There are a number of students that have allergies to sunscreens. If your child has such an allergy, please let your child's teacher know and if possible supply a sunscreen that they can use each day. All staff are particularly aware of the sun at this time of the year and we will do everything that we can to ensure students remain as sun smart as possible.

DATES TO REMEMBER

***Year 7 Immunisations
Monday 27th February***

***Belvoir Swimming Carnival
Friday 3rd March
Albury Swim Centre***

***Belvoir Athletics Carnival
Wednesday 15th March
Albury Athletics Track***

***Annual Reporting Meeting
(AGM)
Wednesday 15th March,
6.00pm @ Belvoir***

***Term 1 Finish 6th April
@ 2.30pm***

Term 2 Start 26th April

Dyson's Buses

PHONE NUMBERS

BUS 1: 0460 935 609

BUS 2: 0460 875 492

BUS 3: 0460 896 490

BUS 4: 0460 869 012

Belvoir Bus: 0431 756 813

Coffee Catch Up

All parents & carers of our Belvoir Students are invited to join us for our coffee catch ups this term.
9am – 10am/10:30am Wednesday (fortnightly) in the Life Skills House on campus.

Come relax, have a cuppa, meet some new people in a safe, supported, inclusive environment.

Catch Up Dates for Term 1:
8th March - 22nd March - 5th April
Looking forward to meeting you all!



Parental Concerns or Issues

Belvoir Special School welcomes feedback, both positive and negative, and is committed to continuous improvement. We value open communication with our families and are committed to understanding complaints and addressing them appropriately. We recognise that the complaints process provides an important opportunity for reflection and learning.

We encourage and value open positive relationships with our school community and understand that it is in the best interests of students for there to be a trusting relationship between families and our school.

Parents are able to contact the school through the student diaries which are sent home with students each day, or they can ring the school to speak with classroom staff before or after school most days.

If the matter is urgent parents are able to email belvoir.wodonga.sds@education.vic.gov.au or call the school on 0260 598 987 and speak with or organize a time to discuss the issue with either Emma, myself or relevant staff.

Our full complaints and other policies can be found at: [Policies and Forms - Belvoir Special Development School \(belvoirss.vic.edu.au\)](https://www.belvoirss.vic.edu.au/Policies-and-Forms-Belvoir-Special-Development-School)



16/02/2023

Dear School Community,

Temporary Change of Hours for Beleza Wodonga

We would like to inform you that due to some temporary changes to staff availability, there will be some changes to our Wodonga store trading hours in the coming weeks.

These changes will impact our trading hours between Wednesday 22nd of February to Sunday 5th of March. We'll be returning to our standard trading hours from Monday 6th of March.

Please find below the changed timetable for our Wodonga Store:

Monday 20/02	Tuesday 21/02	Wednesday 22/02	Thursday 23/02	Friday 24/02	Saturday 25/02	Sunday 26/02
9:30am to 5:00pm	9:30am to 5:00pm	9:30am to 2:30pm	9:30am to 5:00pm	CLOSED	CLOSED	CLOSED
Monday 27/02	Tuesday 28/02	Wednesday 1/03	Thursday 2/03	Friday 2/03	Saturday 3/03	Sunday 4/03
9:30am to 5:00pm	9:30am to 5:00pm	9:30am to 2:30pm	9:30am to 5:00pm	9:30am to 4:30pm	10:00am to 1:00pm	CLOSED

We would like to apologise for any inconvenience this may cause and thank you for your patience and understanding.

Kind regards,
Beleza School Uniforms

Beleza School Uniforms | Head Office | 72 Wedgewood Rd, Hallam VIC 3803
Ph: (03) 9702 3218 Fax: (03) 9702 3193 | Email: beleza@beleza.com.au



ROOM 4 NEWS



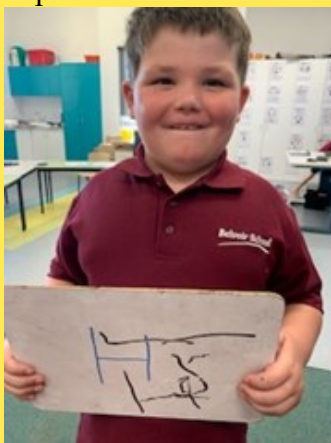
Kim, Lisa P., Raquel & Marnie

We have had a busy but great start to term 1.

In numeracy we have been looking at patterns, making action patterns with our bodies during learning walks, creating patterns in routine activities and using materials to create and complete simple patterns.



A focus in literacy has been on our names; writing them, tracing them, finding the letters in them and using both upper- and lower-case letters. We have also been practising tracing and writing the alphabet.

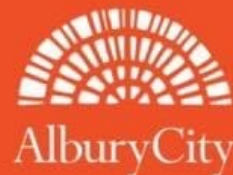


We have enjoyed keeping our bodies healthy and calm using Cosmic Yoga and have enjoyed various sensory experiences like water and playdough. Riding bikes on the bike track has also been a hit to burn some extra energy!



Special Olympics Expo

Your local club, Ovens & Murray



Come and try a range of sports and find out more about the opportunities to get involved with Special Olympics.

Food, drinks, giveaways and entertainment provided.

Athletics



Powerlifting



Basketball



Swimming



Bocce



Ten-pin Bowling




Date: Sunday 5 March 2023

Where: Hovell Tree Park, Albury

Time: 11am to 2pm

For more information and for expo registration please scan our QR code.

 /Ovensandmurray

SPORTAUS Supported by the Australian Sports Commission



BELVOIR EASTER RAFFLE

2023

WE NEED YOUR HELP!

It's that time of the year again when we ask our families to help us raise funds for the school by supporting our Annual Easter Raffle!

We are asking for donations of eggs, rabbits and baskets so that they can be made into wonderful and colourful raffle prizes.

If you are unsure about what to donate, please contact the office and Andrea, Jo, Viv or Kaylene will be able to suggest some ideas. Tickets are \$1.00 each. Could you please return sold tickets and money to the office by Monday 3rd of April, 2023. Raffle tickets have been sent home.

Prizes will be drawn on Wednesday 5th April, 2023 and winners will be notified by phone. Thank you for your support!



ALBURY BASKETBALL ASSOCIATION

BASKETBALL SCHOOL PROGRAMS



WHAT IS SPORTING SCHOOLS?

- Sporting Schools is Australia's largest school-based sports participation program, designed to help foster a lifelong interest in sport.
- The program connects schools and local sports clubs to get more children active in their communities.
- Sporting Schools programs are provided free to children and their families, and allows schools to also purchase equipment and resources.

SPORTING SCHOOLS BASKETBALL PROGRAMS

- Utilise resources from the popular Aussie Hoops program.
- Use a nationally endorsed curriculum that develops fundamental movement skills and meets F-10 outcomes.
- Have strong links to community basketball clubs and associations.
- Feature affordable prices for sessions and equipment
- Provide a fun, inclusive and engaging basketball experience for all abilities and genders



HOW DOES MY SCHOOL REGISTER?

- Visit www.sportingschools.gov.au to register your school, and book a basketball program.



WANT TO KNOW MORE?

- For more information on Sporting Schools visit www.sportingschools.gov.au
- To find your local Aussie Hoops provider visit www.aussiehoops.com.au

Application Opening Dates:-

Term 2: 8am Monday 27 February 2023 - 5pm Friday 10 March 2023

Term 3: 8am Monday 22 May 2023 - 5pm Friday 2 June 2023

Term 4: 8am Monday 14 August 2023 - Friday 25 August 2023

Contact: Brodey Fruean

Phone: 0404 080 107

Email: development@alburybasketball.com.au

ROOM 15 NEWS

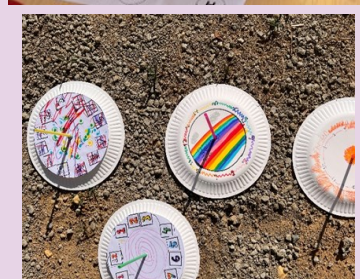
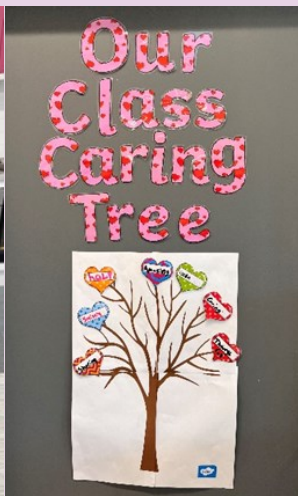
Ellissa, Katrina, Sue & Kylie

So far this term we have been working as a class, getting to know each other and settling into our new classroom.

In literacy we have been learning about our reading and writing routines including finding the perfect spot to read and how to stay focused when writing.

In maths, our focus has been time. We made sundials which were used many years ago to tell the time. We also worked together to create a class calendar with all of the important events for the year. We have been learning about expressing our emotions in a safe way, using our Zones of Regulation toolboxes and trying different strategies to help us. While setting the expectations for our class, we made a class caring tree where we can write caring words and kind things about each other.

Written by Students in Room 15.



Download our school app for free!



- Instant news notifications
- Online absentee forms
- Events and reminders



Download instructions:

1. Go to the App Store and download "School Stream" to your phone.

2. Open the app and type the school's name into the search bar to load the school's profile.

3. Make sure you agree to Push Notifications when prompted.

PERFORMING ARTS NEWS

Jess & Jane

PURPLE POD MUSIC

Purple pod are on a journey into the world of Hip Hop through a program called “*Express Yourself*” with Musical Futures Just Play program. Students will be learning about the history of Hip Hop/Rap, DJ’s and MC’s who first started, how graffiti is linked to the music and working on writing their own songs and beats. We can’t wait to share our knowledge over the term.



School Athletics - House Groups

Students, Staff and Parents are put into groups according to their surnames. Each group has a name and color and it's requested that everyone wears clothing the color of the house they are allocated to:

<u>Surnames between</u>	<u>Colour</u>	<u>House Name</u>
A-D	= Red	Mitta
E-K	= Green	Murray
L-Q	= Blue	Kiewa
R-Z	= Yellow	Hume

Do you need help applying for the NDIS or Disability Support Pension for your child?

My name is Natalie Ennis and I'm a Support Coordinator at PE Support Services
(ABN - 38 865 726 149)

I am available to support students and families at Belvoir Special School in applying for the NDIS and the Disability Support Pension.

I have extensive knowledge in these areas as well as being a qualified Psychosocial Recovery Coach, Case Manager & Capacity Building Support Worker

If you would like to contact me you can do so by sending an SMS to
0497 003 574 or email
natalieennis99@gmail.com.

I look forward to helping you out.

School Vaccination Program: Belvoir Special School

The first round of school vaccinations is being conducted at this school on **Monday 27th February 2023**.

The following vaccines will be offered on this day:

YEAR LEVEL	VACCINES OFFERED
YEAR 7 MALE & FEMALE STUDENTS	GARDASIL®9 (HPV)
YEAR 7 MALE & FEMALE STUDENTS	BOOSTRIX (Diphtheria, Tetanus, Whooping Cough) 1 DOSE ONLY

These vaccinations are funded on the National Immunisation Schedule. Should your child miss out on starting their vaccination course this year they may not be eligible to receive them for free in subsequent years.

Parent information packs were sent home recently.

ALL relevant sections of the consent card must be completed, signed and returned to the school even if your child is NOT being vaccinated.

To consent to your child being vaccinated with one or more vaccines, please tick and sign the relevant **YES** sections of the consent card in blue or black pen. If you **DO NOT** wish to have your child vaccinated with one or more vaccines or if your child has **already been vaccinated**, please tick the relevant **NO** section on the consent card and return them to the school by **Thursday 23rd February 2023**. Please return the card to the school even if your child is not being vaccinated.

Please note that, to improve vaccination completion, students will be opportunistically offered any missed doses during Year 7 or 8 (for HPV and dTpa vaccination) and during Year 10 or 11 (for Meningococcal ACWY vaccination) if a consent card was signed and returned in 2022.

Parents/guardians who wish to withdraw their consent for any reason may do so by emailing your withdrawal of consent to Council's Immunisation Team on immunise@wodonga.vic.gov.au before the vaccination day.

Please ensure that your child is wearing their sports uniform or a short sleeve shirt on the day of vaccinations (without too many layers underneath), this will enable a smooth vaccination process.

If you have any enquiries about the program or your child's vaccinations, please contact Wodonga Council's Immunisation Team on 1800 655 360.



Little Explorers Activity Sessions

Do you care for a young person with a disability aged between 0 – 8 years old?

UMFC has received funding through the Victorian State Governments Support for Carers Program to provide some free activity sessions for children with disability and their parent/carer.

These sessions are an opportunity for carers to meet with other carers and staff from UMFC's Interchange program, share information and enjoy the activities provided with their child.

Staff are available to assist children's exploration providing time for carers to catch up and enjoy morning tea together.

Session times – the monthly sessions will be held on a Saturday morning
9.30am – 11.30am

Session 1: 4th March 2023 at Bounce, Wodonga

Session 2: 25th March at Inflatable funhouse, Wodonga

Dates for future sessions to be confirmed

Places are limited so bookings are essential

RSVP to Meaghan Lewin
02 6057 8421 / mlewin@umfc.com.au

News bulletin: for school newsletters

Human papillomavirus (HPV) vaccine information for parents/guardians

From February 2023, the National Immunisation Program (NIP) dosing schedule for the human papillomavirus (HPV) vaccine will change from two doses to a **single dose** for most people.

What is the HPV vaccine?

The Gardasil®9 vaccine protects against HPV infection, which is a common viral infection, usually affecting the genitals and spread through sexual contact. The vaccine is most effective when given before exposure to the virus, that is before a person becomes sexually active. More information about HPV and the HPV vaccine can be found [on the Better Health Channel](https://www.betterhealth.vic.gov.au/health/healthyliving/human-papillomavirus-hpv-immunisation). <<https://www.betterhealth.vic.gov.au/health/healthyliving/human-papillomavirus-hpv-immunisation>>

How has the HPV vaccine schedule changed?

From February 2023, the recommended HPV vaccine schedule for most people has **changed from two-doses to a single dose** course using the same Gardasil®9 vaccine. There is no change to the amount of vaccine that is given in the single dose.

The schedule **has not changed for immunocompromised people**, and they may still need to receive three doses of HPV vaccine which are all funded under the NIP.

Why was this change made?

The change is based on advice from the Australian Technical Advisory Group on Immunisation (ATAGI), who have considered and reviewed the latest international clinical evidence. ATAGI support the large volume of clinical findings that a single dose of HPV vaccine provides about the same protection as two doses of HPV vaccine.

What do you need to do?

Wodonga council immunisation service will seek your consent for vaccinations delivered at school as usual – if you have already signed a paper based consent form for your Year 7 students in 2023, you will **not** need to complete and sign a new one, as we will use the consent form that you have already returned. Only one dose of HPV vaccine will be provided to your child unless you have indicated that they are immunocompromised. If you have indicated that your child is immunocompromised, Council will contact you about the requirement for your child to receive further doses of HPV vaccine.

If you would like to discuss the change, or clarify any information about the HPV vaccine please contact Wodonga council on 1800 655 360.

Further information

[Better Health Channel](https://www.betterhealth.vic.gov.au/health/healthyliving/human-papillomavirus-hpv-immunisation): <<https://www.betterhealth.vic.gov.au/health/healthyliving/human-papillomavirus-hpv-immunisation>>

Appendix A

Fact sheet 1: school council elections – information for parents

What is a school council and what does it do?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the broad direction of a school, in accordance with Ministerial Order 1280 Constitution of Government School Councils, and the *Education and Training Reform Act 2006*. In doing this, a school council may directly influence the quality of education for students.

Who is on the school council?

For most primary school councils, there are several possible categories of membership:

- **A mandated elected parent member category** – more than one-third of the total members must be from this category according to Ministerial Order 1280. Department employees can be parent members at their child's school providing that they are not engaged in work at the school.
- **A mandated elected school employee member category** – members of this category make up no more than one-third of membership. The principal of the school is automatically one of these members.
- **An optional community member category** – members are co-opted by a decision of the council because of their special skills, interests or experience. Department employees are not eligible to be community members.
- A small number of school councils have nominee members.

For all schools with a Year 7 and above cohort, there is an additional category of membership:

- **A mandated elected student member category, two positions.**

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

Why is parent membership so important?

Parents on school councils provide important viewpoints and have valuable skills and a range of experiences and knowledge that can help inform and shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

Do I need special experience to be on school council?

Each member brings their own valuable skills and knowledge to the role, however, in order to successfully perform their duties, councillors may need to gain some new skills and knowledge.

It is important to have an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

Code of conduct for school councillors

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*.

School councillors must comply with the Code of Conduct for Directors of Victorian Public Entities issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires councillors to:

- **act with honesty and integrity** – be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty
- **act in good faith in the best interests of the school** – work cooperatively with other councillors and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds
- **act fairly and impartially** – consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self-interest
- **use information appropriately** – respect confidentiality and use information for the purpose for which it was made available
- **exercise due care, diligence and skill** – accept responsibility for decisions and do what is best for the school
- **use the position appropriately** – not use the position as a councillor to gain an advantage
- **act in a financially responsible manner** – observe all the above principles when making financial decisions
- **comply with relevant legislation and policies** – know what legislation and policies are relevant for which decisions and obey the law
- **demonstrate leadership and stewardship** – set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable.

Indemnity for school council members

School councillors are indemnified against any liability in respect of any loss or damage suffered by the council or any other person in respect of anything necessarily or reasonably done, or omitted to be done by the councillor in good faith in:

- a. the exercise of a power or the performance of a function of a councillor, or
- b. the reasonable belief that the act or omission was in the exercise of a power or the performance of a function of a council.

In other words, school councillors are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith.

How can you become involved?

By participating in, and voting in the school council elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider:

- standing for election as a member of the school council
- encouraging another person to stand for election.

What do you need to do to stand for election?

The principal will issue a Notice of Election and Call for nominations in Term 1 of each year. Council elections must be completed by 31 March, unless varied by the Minister for Education.

If you stand for election, you can arrange for someone to nominate you as a candidate or, you can nominate yourself in the parent member category. You can only be nominated by another member of the same category that you are eligible for (e.g. a member of the parent electorate may only nominate another parent of that electorate).

Department employees with a child enrolled at a school where they are not engaged in work, are eligible to nominate for parent membership at that school.

Return your completed nomination form to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt via post, email or by hand delivery.

Generally, if there are more nominations than vacancies a ballot will be conducted in the two weeks after the call for nominations has closed.

Remember

- Consider standing for election to school council.
- Ask the principal for instructions if you are not sure what to do.
- Be sure to vote if the election goes to ballot.
- Contact the principal if you are unsure about what is required at any stage of the election process.

Form 3: self-nomination form for parent member category

I wish to declare my candidacy for an elected position as a parent member on the school council.

Name

Residential address

Contact phone (mobile or landline).....

Email

I am the parent/guardian of..... who is/are currently enrolled at this school.

Statement

I am an employee of the Department of Education and Training.

Yes / No (please circle)

I am an employee of the school council.

Yes / No (please circle)

I am engaged in work at and for the school.

Yes / No (please circle)

I am prepared to serve as a parent member of the above-named school council. I hereby declare that:

- I am not and have not been insolvent under administration within the last three years
- I am of sound mind
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.
- I am not suffering from any medical condition that would affect my ability to perform the role of member of a school council.

Signature of candidate..... Date..... / /

You will be notified when your nomination has been received.

The personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable). Further, the name, membership category, gender (optional), term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on:

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.

Form 4: nomination form for parent member category

I wish to nominate..... for an elected position as a parent member on the school council..

Candidate's details

Name.....

Residential address.....

Contact phone (mobile or landline).....

Email.....

Nominators details

I am the parent/guardian of..... who is/are currently enrolled at this school

Statement

The person I have nominated is an employee of the Department of Education and Training.

Yes / No (please circle)

Is an employee of the school council.

Yes / No (please circle)

Is engaged in work at and for the school.

Yes / No (please circle)

Name of nominator

Signature of nominator Date..... / /

Candidate to complete

I accept the nomination and I am prepared to serve as a parent member of the above-named school council.

I hereby declare that:

- I am not and have not been insolvent under administration within the last three years
- I am of sound mind
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.
- I am not suffering from any medical condition that would affect my ability to perform the role of member of a school council.

Signature of candidate..... Date..... / /

You will be notified when your nomination has been received.

The personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable). Further, the name, membership category, gender (optional), term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on:.....

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.

FINANCIAL ASSISTANCE INFORMATION FOR PARENTS

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's background and their outcomes.

CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors. Excursions encourage a deeper understanding of how the world works while sports teach teamwork, discipline and leadership. All are a part of a healthy curriculum.

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child.

The annual CSEF amount per student is:

- \$125 for primary school students
- \$225 for secondary school students

MORE INFORMATION

For more information about CSEF visit:

<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

HOW TO APPLY

New applicants should contact the school office to obtain a CSEF application form or download from the website below.

If you applied for CSEF at your child's school last year, you do not need to complete an application form this year unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- **new student enrolments;** your child has started or changed schools this year.
- **changed family circumstances;** such as a change of custody, change of name, concession card number, or new siblings commencing this year.

Check with the school office if you are unsure.



CSEF ELIGIBILITY

Below are the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

Criteria 1 – General eligibility

To be eligible for the fund, a parent or carer of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one
 - on the first day of Term two
- a) be a holder of one or more of the eligible financially-means tested cards **OR** be a temporary foster parent, and;
- b) submit an application to the school by the due date.

For the list of eligible financially-means tested cards refer to the CSEF Policy:

<https://www2.education.vic.gov.au/pal/camps-sports-and-excursions-fund/policy>

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with the above.

Criteria 2 - Be of school age and attend school in Victoria

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

Special Consideration

A special consideration category exists for

- Families on a bridging visa, temporary protection visa, in community detention or are asylum seeker families
- Students in temporary out of home care arrangements, including statutory kinship care

For more information, see <https://www2.education.vic.gov.au/pal/camps-sports-and-excursions-fund/guidance/eligibility>

Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/carer concession card being validated successfully with Centrelink on the first day of either term one (30 January 2023) or term two (24 April 2023).

PAYMENT AMOUNTS

CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year.
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

For ungraded students, the rate payable is determined by the student's date of birth. For more information, see:

www.education.vic.gov.au/about/programs/Pages/csef.aspx

Year 7 government school students who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents/carers so please register your interest at the school.

HOW TO COMPLETE THE APPLICATION FORM

NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/CARER DETAILS section.

Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.

If you are claiming as a temporary Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.

If you are seeking special consideration, mark this in the form and provide a copy of the relevant documentation.

2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2023 closes on the 23 June 2023.

CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) APPLICATION FORM

BELVOIR SDS

School Name

School REF ID

Parent/carer details

Surname _____

First name _____

Address _____

Town/suburb _____ State _____ Postcode _____

Contact number _____

Centrelink pensioner concession **OR** Health care card number (CRN)

- - - **OR**

☐ Foster parent under a temporary care order* **OR** ☐ Veterans affairs pensioner (Gold Card)**

*Foster Parents must provide a copy of the temporary care order letter from the Department of Families, Fairness and Housing (DFFH).

**Applicants must provide a copy of the Veteran Affairs Gold card

Is this an application for special consideration (no CRN needed)? Yes ☐ No ☐

Student details

Student's surname	Student's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Families, Fairness and Housing (DFFH) to provide the results of that enquiry to DET.

I understand that:

- DFFH will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DFFH and provide it to DET so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to the DFFH and /or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____ Date ____/____/____