



From the Principal

Mr John Freeman

Over the last few weeks the College has been engaged in the process of selecting who will be our College Captains in 2017. This process involved students submitting written applications, interviews, making a speech to peers and staff and then voting by both peers and staff. Regarding the speeches which were conducted last Friday I was extremely impressed. All the candidates spoke well and you were able to ascertain a great sense of who they are. Each and every candidate displayed integrity, authenticity and love of the school and I believe each young person who spoke would have been a suitable school captain.

Nevertheless, a process was engaged so that we could determine who the four young men and women would be, to lead our students, and I am very happy to announce that our School Captains for 2017 are:



Eily Dalton



Thomas Fleming



Matthew Pearce



Amelia Pitzner

I am sure that these four young people will lead the students well, represent the College with dignity and be the epitome of our motto - Strong Minds & Compassionate Hearts. I would also like to congratulate Elise Cunningham, Chelsea D'Angelo, Whitney Morley, Meg Ruyters, Maddison Tosch, Lee Van Der Pluym and Annaliese Vitale. They were worthy candidates who would have equally represented us all as well. My thanks to Tamsin McCormack and Doug Doherty for their work in the process of selecting these fine young people.

A few weeks ago we received two new microwave ovens from the Lavalla Parents & Friends Debutante Ball Committee for use by Year 12 students in the Student Services Centre. Yesterday I received advice that they have also made a very generous donation of \$14,000 to the College. The monies received over the last few years has gone towards providing new furniture in the Student Services Centre and contributing towards furnishing a café style seating area.

This year some of the monies will be directed to supporting the Marist Champagnat Institute in Fiji, but the majority of the funds will be used to provide more seating and covered areas for students at the Kildare Campus. We have enjoyed the generous support of the committee for a long time now and I want to acknowledge the fantastic work of the outgoing committee members: Wendy Glasson, Anita Both, Cassie Both, Melissa Lowe, Michelle Rossiter and Jenny Savige. I wish them all well.



Well done to all our coaches and teams who made it through to a great number of finals in SSV competition in Netball and Soccer.

Congratulations to our Choirs, both Junior and Senior, and our ensembles and bands on their achievements this week at the Latrobe Valley Eisteddfod. We had a number of our groups attain 1st place in their sections. I was able to watch our Choirs perform on Wednesday evening and they enjoyed great success against other very accomplished schools.

My thanks to Shane Reid, Shane Lebbe and Christine Medhurst for their work with these students. Thanks also to Matt Harris, who is currently on Long Service Leave, for his work as well, in preparing bands and ensembles.

Next week some of our musicians will be involved in the MusArtz festival which is a celebration of visual arts and music that gathers the combined talents of students from the GIS schools: Lavalla Catholic College, Marist-Sion College, Mary MacKillop College, Chairo Christian School and Flinders Christian College. I commend the efforts of all who are involved, in particular Shane Lebbe. I encourage you to join our capable performers and artists at the West Gippsland Performing Arts Centre on Monday, September 5, at 7 pm.

On Tuesday evening, 6 September, we will hold our Annual Music Concert in the hall at Kildare campus, commencing at 7.00pm. This is always a great celebration of talent and a very entertaining evening and I encourage you attend.

Well done to Karen Joyce and the Year 9 Sports Leaders for running activities for Grade 3 & 4 students from St Gabriel's today.

Last Thursday we held the Homeless Sleepout overnight at the Kildare Campus. There were over 40 students from both Lavalla Catholic College and Catholic College Sale, who slept outside. During the evening our young people learned more about the plight of homeless people. The success of this venture is due to the hard work of Monica Justin, who was supported by Shane Lebbe, Alex Rathbone, Matt Buckland and Jemma Michaels as well as staff from CC Sale and the Marist Youth Ministry. Other staff assisted with providing meals and some supervision during the evening and that is very much appreciated.

Congratulations to all the students and staff who have donated blood through the Australian Red Cross Blood Service. This program has been driven by Pierina Fenech for the last few years and we were thanked at an assembly on the Kildare campus last week by Wendy Todd, Community Relations Officer at the Red Cross and she presented a certificate of thanks to the College.

Next Friday, 9 September 2016, 11.00am Bishop O'Regan will be celebrating Mass which will be the culmination of us recognising 60 Years of Marist education in partnership with the Brigidine and Presentation Sisters. Parents are welcome to attend.

Finally Happy Father's Day to all the Dads for this Sunday.





During the last week families have had the opportunity to meet with teachers to discuss student learning. While adolescence is a difficult time emotionally and developmentally, it is important that we work to keep our young people focused on their learning. Meeting to discuss learning progress or impediments helps all parties to understand that student and their learning: the student, the teacher and the parents understand what they can do to improve student outcomes. It is sometimes helpful that "learning is the business", it is the job that students should be focused on during this privileged time of their lives.

Free to be Me

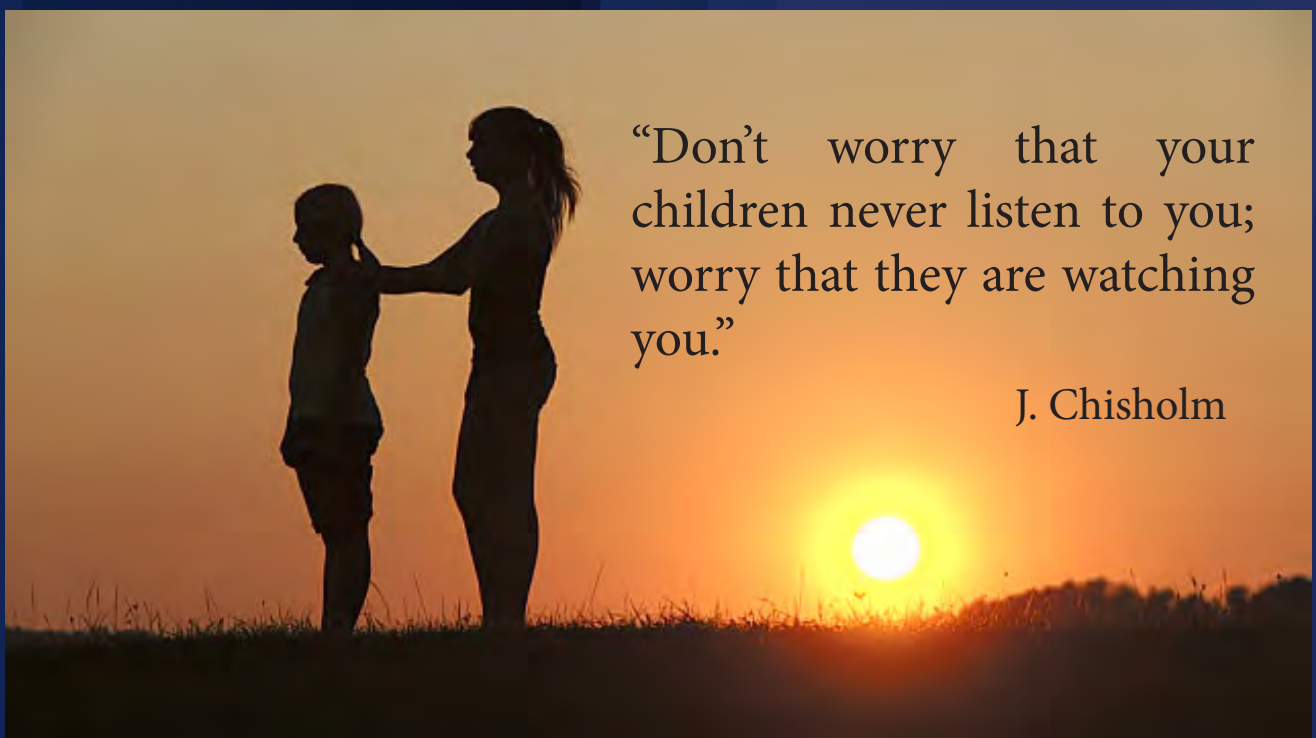
Thank you to Mrs Kelly Murray, Ms Jo Maree Sharman, Mrs Vanessa Scalia and staff for facilitating this day. It was an opportunity for students to think about issues related to personal development and their growth as a person. Days such as this assist with the development of the Strong Minds and Compassionate Hearts.

Fundraising

We have had several recent fundraising events on the campus. The focus of these events is on supporting the Marist school in Fiji and the senior students who will be visiting the school during these upcoming holidays. It is heartening that students at this campus are so willing to support initiatives through bringing along or purchasing cakes at the various stalls or by wearing Football colours.

Reminder

When families enrol children at the College both the child and the parent agree to support and/or attend the various programs and activities offered by the College. It is disappointing and inappropriate for families to allow students to be absent from school activities without a valid reason.



"Don't worry that your children never listen to you; worry that they are watching you."

J. Chisholm



Mother Teresa Becomes St Teresa of Kolkata

Mother Teresa will become St Teresa of Kolkata on 4 September, 2016, the eve of the 19th anniversary of her death. I am quite chuffed because I met her a number of times as a young teacher in Calcutta and Delhi.

Born in an ethnic Albanian family in Skopje, now part of Macedonia, she went to India in 1929 as a Sister of Loreto, taught Geography to girls at Loreto, Entally. In 1948 she heard the call to live among the poor and to minister to them. Thus, she left the Loreto Order and founded the Missionaries of Charity in 1950.

Although she was criticized for not militantly challenging the injustices that kept so many people poor, her simple service met the poor in their need and touched their hearts and inspired millions of people of all faiths. When she dies, India stopped for three days to mourn. Ordinary people wept and cried "We have lost our mother".

From the beginning young people flocked to her to help. Many years ago, a young woman left Traralgon to join her and live as a Missionary of Charity. They ministered to the sick and the dying, cared for orphans, and opened schools etc. in the slums of Motijheel, one of the poorest neighbourhoods in the world. Today the Missionaries of Charity are present in nearly every country in the world. They opened their first house in Melbourne in 1970.

When asked why the Missionaries of Charity did what they did, she invariably replied "We do it for Jesus." This is the core of her purpose. I also treasure another practical saying: "We do not do great things here; we do little things with great love."

It is something we can all live up to. Her Feast Day is 5th September.



Remar Gold Graduation

Wednesday, 31 August 2016. Kildare Chapel. 6.00 pm. Matt Bodinnar, Leo Ma, Jess Clarke, Sam Rossiter, Lucy Smart, Naomi Etheridge, Grace Ware and Nicola Broeren graduated at an excellent, joyful ceremony. Their parents, the Principal, Mrs Justin, Natalie Justin, Mr Lebbe and Mr Rathbone graced the occasion. The highlight of the ceremony was the Affirmations and the movie of their journey over the past three years, from Tamboritha to Phillip Island. Of course, in true Remar style, food followed and lots of fun and laughter.

Year 11 Retreats

The year 11 students had their annual retreat on Wednesday and Thursday, 31 August and 1 September at Presentation Campus. The Theme was 'leadership' and through a series of games, activities, testimonies, music, drama, small group activities, and prayer and reflection, the youth Mission Team from Burwood, Melbourne, sent a simple message; leadership is service. And Servant leadership is a powerful way of uplifting people. The students responded very well and the three prospective College Captains summed up the day very well in their Vote of Thanks.

Year 11 CSYMA

Matthew Pearce, Chelsea D'Angelo and Amelia Pitzner, accompanied by Mr Peter Flahavin, attended a Leaders' Training Day at the CEO, Warragul on Wednesday 31 August. Together with Year 11 CSYMA students from the other Secondary schools in the Diocese, they planned and organised the Year 9 CSYMA Day to be held in October. Chelsea, Matthew and Amelia impressed with their engagement, enthusiasm and leadership skills.



Latrobe Valley Eisteddfod Choral Sections

It was a great night for both of our College choirs (Junior and Senior) on Tuesday this week as they performed at the Latrobe Valley Eisteddfod.



It is always a very enjoyable evening that typically draws choirs from Melbourne as well as local schools to Traralgon to perform. We heard some wonderful choral singing not just from our own choirs but from Hillcrest Christian Community College, the Newhaven College Boys choir and our local friends from all three campuses of Kurnai College.

Our Junior Choir, led by Mr. Shane Lebbe and accompanied by Christine Medhurst have made a little bit of College history by placing 1st in the Under 20 Choral section where they traditionally represent Lavalla. We believe it is the first ever 1st placing for our Junior Choir in this section. It was a wonderful performance by a really fantastic choir.

It was also a wonderful night for our Senior Choir students who placed first in both the Open Choral section and the Secondary School Championship section. Our Senior Choir has had a wonderful and long association with these sections at the Eisteddfod. For eleven of the past fifteen years our Senior Choir have won the Secondary School Championship, a great legacy that many generations of choristers can feel a real pride in.

We are also congratulate of Leo Ma, Jessica Clarke and Trista Duncan, all members of our choirs who won vocal solo sections last weekend.

We warmly invite all members of our College community to join us in the Kildare Hall next Tuesday the 6th of September for the Annual Music Concert which begins at 7pm. This concert will include performances from all of our student musicians and we will also have a special guest in attendance- Associate Professor, Dr. Mark Clement Pollard, the composer of our commissioned work 'Gunnai Dreaming'. Mark will hear our choir perform this piece for the first time since 2009 when the piece was written.

In some ways this concert finishes the year of work for our Music Department with much of term four being devoted to preparing for the following year.

My thanks to all of our students and their families for their energy and support over these busy weeks.

Mr Shane Reid - Director of Music



Sports Enrichment

This term the Sports Enrichment students have had two amazing guest speakers come and speak with them.

In July, Sue Anderson spoke to them about the psychology of sport. She spoke about the powers each person has in term of what they say, think, feel and do. The importance of goal setting as well as celebrating small successes in their chosen sport. Sue introduced the benefits of developing a growth mindset in a sporting setting.

In August Ola Luczak spoke to our athletes about getting the best out of their diet. Why nutrition is important and directly linked to performance. Ola looked at how good each athlete's diet was, talked about game day eating and the importance of hydration.

We have continued with our morning training sessions and our core group of regular attendees is really starting to show the benefits of their strength and conditioning training mornings.

Some individual successes this term have been:

Blake Townsend has made the State Team as well as being selected for the National Team in Baseball. He has been away in Japan representing Australia. He was also a recent recipient of the Gipstar Award for his sport.

Ruby Storm – won 5 gold medals at the recent National Age swimming Championships.

Chelsea D'Angelo – SSV Victorian State Basketball team runners up at Nationals in August.

Why is Nutrition Important?

- Health & immunity
- Energy levels
- Concentration
- Growth
- Body composition
- Recovery after exercise
- Injury prevention
- Enhance training & competition





GippsWebs for Business Competition

Once again, the representation of Lavalla students at the GippsWebs for Business presentation event was fantastic. Of the six teams chosen for the finals event, three were Lavalla teams. Places were limited this year and only the top 2 teams were to be awarded prizes.



During Term 2 the students participated in the GippsWebs for Business program that is run in conjunction with LLEN (Local Learning and Employment Networks), Federation University and Telstra. Students create a website for a local business and gain valuable insight into team work, management skills and communication skills. This is accompanied with the design and technical skills to build a website from scratch.

I'm proud to say that this year we came away with both 1st and 2nd places. Team 'Code Busters' took first place with a website for Latrobe Valley tourism. These students were Nick Vella, Selby Fisher, Zack Grimes, and Jonah Henry. Second place went to team 'Use Code Keem' who designed a website for 1st Avenue Construction. This team consisted of Daniel Henry, James Berkelmans, and Tom Eagle.

Congratulations also goes to 'Space Monkey Mafia: Phase II' who also made the finals event but did not place. Josh Smith, Aaron Agustin and Reece Affleck worked with Steph Kay Photography.

Overall, all the websites were very polished and the students can be very proud of their work. There was a mountain of effort involved. Many thanks to the businesses who participated to give our students such a good experience.

by Mr John Wilkie





Finalists of the Refresh Gippsland Visual Arts Prize

2016

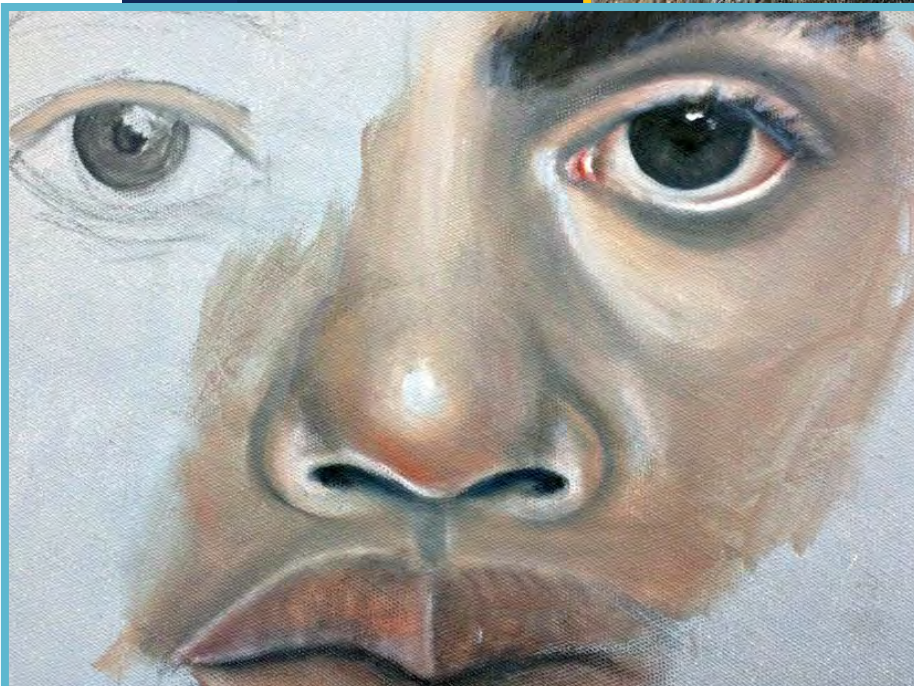
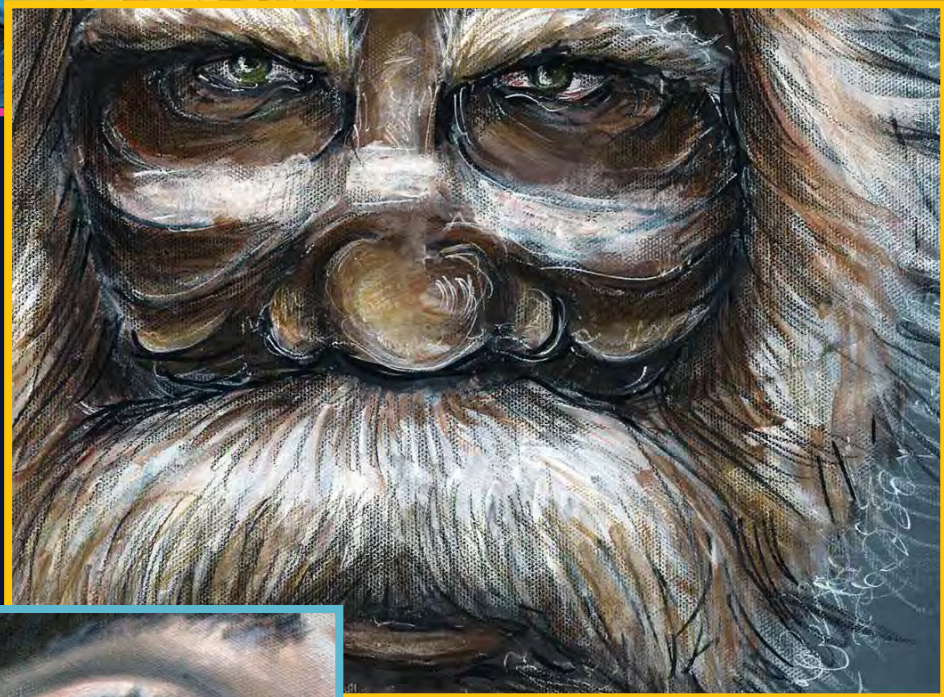
Grace Ware

Year 12



Zali Harrison

Year 10



Anastasia
Richmond-Miller

Year 12



Term 3

Date	Campus	Event	Further Information
Tue 6th Sep	KILDARE	Annual Music Concert	
Thu 8 - 29th Sep	KILDARE	Italian Study Tour	
Fri 9th Sep	BOTH	60th Anniversary Mass	Compulsory College Event
Tue 13 - Thu 16	ST PAULS	Atlas 9 Camps	
Thu 15 - Fri 16 Sep	KILDARE	Parent Teacher Interviews	4.00 - 7.00 pm Thurs 15th 8.00am - 12pm Fri 16th
Thu 15th Sep	BOTH	END OF TERM 3	
Fri 16th Sep	BOTH	STUDENT FREE DAY	

2nd Hand Uniform Shop

@ St Paul's Campus Open 3.30 - 6.00pm

15th September - 6th October

20th October - 3rd November

17th November - 1st December

Latrobe Valley All-Ability Cricket

Sessions will be held at Traralgon West Cricket Club 'West-end' – Jack Canavan Oval, Douglas Pde, Traralgon on TUESDAYS from 5pm – 6pm, starting October 4th, then every Tuesday till end of Term 4

A parent/carers must attend and be willing to participate with the child. Cost is \$20 for the Term – siblings welcome to join in too!

Each participant will receive a Traralgon West shirt and hat to be worn to each session.

For more information phone Sam (coach) or Louise Varsaci on 51750877 or 0414540296 or find us on Facebook - All-ability Sports, Latrobe Valley.

Dairy Assistance Fund

You are probably aware that the Victorian Government implemented a response package to assist dairy farming families. This includes assistance of a one-off amount of \$375 per student that will be paid to schools, for primary and secondary students attending schools where one or both parents:

- own an operating dairy farm
- are share farmers on a property primarily operating as a dairy farm
- hold a lease for an operating dairy farm
- work as an employee on an operating dairy farm and this is their main source of employment.

To facilitate the assistance program, the Camps, Sports & Excursions Fund (CSEF) eligibility criterion is being extended, consistent with the 2016 drought response. However, please note families that have previously qualified for the 2016 CSEF Drought Assistance are not able to also access the CSEF Dairy Assistance funding.

Therefore, if you are eligible for assistance and wish to apply we have attached to this Newsletter:

- the application form;
- a factsheet

More information can be found at: <http://www.education.vic.gov.au/about/programs/health/Pages/csef.aspx#dairy>

Applications must be submitted to the attention of Mr Rob Tarraran, Business Manager, by no later than 18 November 2016.



Young Carers for Bursary 2017

- The Young Carer Bursary Programme provides grants to help young people who are providing care for a family member or friend. Applications for the program are now open on the Carers Australia website <http://bursaries.youngcarers.net.au>.
- The Young Carer Bursary Programme, delivered by Carers Australia, seeks to relieve the financial pressure on young carers to undertake part-time employment, in addition to managing their educational and caring responsibilities.
- The provision of a bursary increases the opportunity for young carers to remain in, or return to, education or training leading to improved employment opportunities and long-term finances.
- For students to be eligible they must be currently studying, aged 12–25 and provide care and support to a family member or friend with an illness, disability or mental health illness.
- In 2017, bursaries of \$3,000 are available to eligible young carers.

If you feel your child qualifies for such a bursary and would like to know more this FAQ will help answer any questions - http://bursaries.youngcarers.net.au/sites/default/files/docs/ycbp_faq_2017_final.pdf

2017 Debutante Ball Information Evening

Lourde's Lecture Theatre
St Paul's Campus
7.00pm

Monday 12th September

Please attend if you wish to participate in the 2017 Lavalla Parents & Friends Debutante Balls Wednesday 5th, Thursday 6th & Friday 7th April 2017.

Child Protection Week

National Child Protection Week 2016 is to be held from 4–10 September. National Child Protection Week, in its 26th year, reminds us of the importance of child safety, at home, in schools and beyond.

This year's campaign message is Protecting children is everyone's business: Play your Part.

We all are encouraged to play our part in creating a child friendly community. Research shows that one of the best ways to prevent child abuse and neglect, before it starts, is by building child friendly communities that support and value children and families.

The Play Your Part initiative is a local community engagement strategy that aims to prevent child abuse and neglect through the creation of child friendly communities.

Underpinning the service delivery of Play Your Part are the 'building blocks' within the UNICEF Innocent Research Centre model that:

- a. are directly linked to primary prevention of child abuse and neglect; and
- b. actively promote and support the right of every

young citizen to:

- Play your part: be included in decisions, freedom to join with others, freedom to express themselves and freedom to receive information
- Reach their potential: the right to the things needed to develop as best as they can, including education, family, culture and identity
- Live well: the right to survival includes all the basic needs of food, clothing, shelter, health and an appropriate standard of living
- Be free from harm: children and young people are protected from violence, abuse, neglect, economic exploitation, torture, abduction and prostitution.

If you would like to know more please go to <http://napcan.org.au/ncpw/>. If you click the following link it will take you their site which has a number of brochures that provide good information and advice on topics such as:

Ways to support and encourage a child's right to speak and be heard.

Domestic violence hurts children too!

Listening to young people

Keeping children safe from sexual abuse

30 Ways to boost a child's confidence

Use words that help not hurt

CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) - DAIRY ASSISTANCE

Program Background	<p>As part of the Victorian Government's dairy assistance package the Camps, Sports and Excursions Fund (CSEF) is being extended to students currently enrolled in government and non-government schools whose parents own, share-farm or lease a dairy farm business; or those people whose primary occupation is working on a dairy farm.</p>
Who is eligible?	<p>Students currently enrolled at the start of Term 3, 2016 in government and non-government schools where one or both parents:</p> <ul style="list-style-type: none"> • own an operating dairy farm • are share farmers on a property primarily operating as a dairy farm • hold a lease for an operating dairy farm • work as an employee on an operating dairy farm and this is their main source of employment. <p>Evidence may include:</p> <ul style="list-style-type: none"> • a dairy industry license issued by Dairy Food Safety Victoria (DFSV) • lease documentation • share farming contract • agreement with a dairy production/supply company • a letter from an employer • a statutory declaration stating the family's main business or employment is on an operating dairy farm (in cases where other forms of evidence are not available)*. • Confirmation from a kindergarten that a younger sibling has been approved for the dairy Kindergarten Fee Subsidy on the basis of being an eligible dairy farming family (as above) <p>* Current milk statements can be provided along with a statutory declaration stating the family's main business or employment is on an operating dairy farm.</p> <p>Families who received the means-tested CSEF payment are also eligible. However families that have previously qualified for the CSEF Drought assistance are not able to also access the CSEF Dairy assistance funding.</p>
How much is the dairy assistance payment?	<p>A one-off amount of \$375 per student will be paid to schools.</p>
Do parent's need to apply for this assistance?	<p>Yes. Parents/legal guardians and independent secondary students will need to apply for this assistance via the Dairy Assistance Application Form along with evidence as requested by 18 November 2016.</p>

What are schools required to do?

Government & Non-Government schools:

1. The school completes the spreadsheet with details of students on applications received. Application forms are to be retained by the school.
2. The school then emails the excel spreadsheet and the endorsed spreadsheet in pdf to csef@edumail.vic.gov.au by 2 December 2016.
3. Based on the spreadsheet details, DET will make a bulk payment into the school's bank account by the end of term 4, 2016.
4. The school will be required to allocate the funding directly to benefit the eligible student. The school should communicate with their school community about how the funding will be allocated.

The school will need to ensure that evidence is provided with applications and system records are maintained demonstrating how the funding has been allocated for each individual student. DET will conduct random compliance checks to ensure evidence is attached with applications.

How will schools be required to allocate the funding?

The Dairy Assistance funding is paid to the school that the student attends to be used towards camps, sports, excursion and/or other education expenses for the benefit of the eligible student. Some examples of programs for which the funding may be used include:

- School camps/trips
- Outdoor education programs
- Excursions/incursions
- Swimming and other school-organised sporting programs
- If there are no camps, sports or excursion related expenses, the payment may be allocated towards other school-based education expenses incurred by the family for the eligible student*.

* These guidelines only apply to the Dairy Assistance funding (not the CSEF payment which was paid separately and is subject to CSEF policy).

The Dairy Assistance funding cannot be used towards voluntary school charges.

What records are schools required to keep?

Government schools – will need to allocate funding to eligible student's charges in CASES21. For assistance with CASES21 receipting of the Dairy Assistance funding, schools should contact the DET service desk on 1800 641 943.

Non-government schools – will need to maintain records indicating how the funding has been allocated for each eligible student.

For audit purposes, schools may be asked to provide DET with written confirmation of how the funding has been allocated. Schools need to retain the Dairy Assistance application forms for 7 years.

When will schools receive the funding?

Following the receipt of the school endorsed spreadsheet, the one-off payment to schools will be made from September 2016. The program ceases at the end of term 4, 2016.

Students changing schools

If the student transfers to another Victorian school, the default position is that the value of any unspent portion of the funding should follow to the student's new school, so that the student has access to the full value of the payment.

Students leaving the Victorian school system

If the student leaves the Victorian school system, the value of any unspent portion of the funding will remain with the school and may be used towards expenses for other family siblings, or school-incurred costs associated with operating camps, sports or excursion activities for students.

How do schools allocate the funding in CASES21? (Government Schools)

1. Schools will receive a bulk payment (of \$375 per student) in the High Yield Account
2. Schools will utilise their spreadsheet submitted to DET with the names of students receiving the dairy assistance funding
3. The funding will need to be receipted – DF31066 – Family Receipt by Student Key – recommend between 0 – 50 receipts in any one batch
4. Reconcile batches to funding amount
5. Schools need to ENSURE that in the receipt screen the bank is changed to 10001 – HIGH YIELD INVESTMENT ACCOUNT (HYIA) and not allocated across current charges – left unallocated against the student/family. Before updating the batch, check the audit trail report to confirm all receipts are unallocated and are coded to the HYIA.
6. Recommendation for reporting purposes:
 - a. Separate Allocations “Allocate Receipts and Credit Notes” for the Dairy Relief Funding
 - b. Dedicate allocations purely to this funding type – recommend only 0 – 50 allocations in any one batch
 - c. Print off the allocations and save them as “Dairy Relief Funds” – Audit Purpose
 - d. Reconcile allocation print reports to Funding

DAIRY ASSISTANCE - APPLICATION FORM

School Name

Parent/legal guardian details

Surname: _____

First name: _____

Address: _____

Town/suburb: _____ State: _____ Postcode: _____

Contact phone number: _____

NOTE – the dairy assistance payment is only available to families who own, share-farm or lease a dairy farm business; or those people whose primary occupation is working on a dairy farm.

Student details

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

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 ____ / ____ / ____

DAIRY ASSISTANCE ELIGIBILITY

Students currently enrolled at the start of Term 3, 2016 in government and non-government schools where one or both parents:

- own an operating dairy farm
- are share farmers on a property primarily operating as a dairy farm
- hold a lease for an operating dairy farm
- work as an employee **on** an operating dairy farm and this is their main source of employment.

Evidence may include:

- a dairy industry license issued by Dairy Food Safety Victoria (DFSV)
- lease documentation
- share farming contract
- agreement with a dairy production/supply company
- a letter from an employer
- a statutory declaration stating the family's main business or employment is on an operating dairy farm (in cases where other forms of evidence are not available)*.
- confirmation from a kindergarten that a younger sibling has been approved for the dairy Kindergarten Fee Subsidy on the basis of being an eligible dairy farming family (as above)

* Current milk statements can be provided along with a statutory declaration stating the family's main business or employment is on an operating dairy farm.

The Dairy Assistance Application Form must be lodged at the school by **18 November 2016** along with evidence as required.

PAYMENT AMOUNT

This one-off payment of \$375 per student is only available in 2016 and will be paid to the school for the eligible student.

Families who were eligible for the means tested CSEF payment are also eligible to receive the Dairy Assistance payment. However families that have previously qualified for the CSEF drought assistance funding are not able to also access the CSEF dairy assistance funding.

OFFICE USE ONLY:**Government & Non-Government schools:**

1. Parents/legal guardians and independent students are required to complete a Dairy Assistance application form and lodge the form at the school. Application forms are to be retained by the school.
2. The school is then required to complete and email the endorsed spreadsheet to csef@edumail.vic.gov.au by 2 December 2016. The spreadsheet template can be downloaded from www.education.vic.gov.au/csef
3. DET will make a bulk payment into the school's bank account by the end of term 4, 2016.
4. The school will be required to allocate the funding directly to benefit the eligible student. The school should communicate with their school community about how the funding will be allocated.