



St Joseph's Catholic Parish Primary School Bulli

PO Box 305
WOONONA NSW 2517
4283 1111
info@sibdow.catholic.edu.au

25 March 2020

Dear Parents and Carers

Measures to support families through the COVID-19 situation

In light of the ongoing COVID-19 situation, the Director of Schools and I wish to provide an update on some of the measures we are taking to support families during these challenging times.

We are conscious of the significant financial impact many of our families may be experiencing as a result of COVID-19. In order to support our community at this time, our school along with the wider Catholic Education Diocese of Wollongong (CEDoW) system, is taking the following measures:

1. PROVIDING FAMILIES WITH THE OPTION TO DEFER SCHOOL FEE PAYMENTS

Upon request families can defer payment of all school fees for an initial period of four months.

To access this deferment, families should complete a [Request to Defer Payment of School Fees Form](#) and email the request to deferpayments@dow.catholic.edu.au. You can download the form from the [CEDoW website](#) or pick up a physical copy from the school, complete the form and return it.

Receipt of all requests for deferred payment will be acknowledged by the School Fees Liaison Office at the Catholic Education Office.

For **Direct Debit Authorities and Centrepay Authorities**, we will take action to suspend payments as soon as possible. In the case of payments made by **BPay**, once acknowledgement has been made regarding the receipt of the [Request for Deferment of School Fees](#), families may take immediate action to stop payments being made from their bank account.

Continuation of this measure will be reviewed in coming months and we will keep you informed.

2. CANCELLATION OF EXCURSIONS, SCHOOL ACTIVITIES AND EVENTS

For any cancelled excursions, school activities or events, we will apply any payment(s) received as an adjustment to school fee account.

3. APPLICATION FOR FEE CONCESSION DUE TO FINANCIAL HARDSHIP

Please be aware that in cases of ongoing financial hardship, families are able to access assistance via an *Application for Fee Concession* with supporting documentation. Families are encouraged to complete this application if they need further support.

As the implications of the COVID-19 situation continue to evolve, rest assured that we will continue to respond as quickly as we can to ensure the continued provision of quality learning to all students. We will also continue to assess other measures that may help address the unique circumstances our Catholic school communities face at this time.

Thank you for your continued patience and support as we navigate these difficult challenges together. As always please do not hesitate to contact the school about any matters you wish to discuss, especially those related to financial hardship.

Yours sincerely

Jen Charadia
Principal

Peter Hill
Director of Schools
Catholic Education Diocese of Wollongong

"Wollongong CEO"

