



Catholic Education
Diocese of Parramatta

17 April 2020

Dear Parents and Carers

Catholic Education Diocese of Parramatta (CEDP) schools are committed to supporting families as the impact of COVID-19 continues to be felt in the community. We are aware of the financial strain that COVID-19 is having on some families and its impact on their capacity to pay school fees.

We feel really strongly that no child should be denied an opportunity to attend a Catholic school because of financial hardship and recently shared with you some of the ways we have been helping families who are experiencing difficulties with school fees because of COVID-19. A new approach has now been developed that makes the process of seeking fee relief as simple and fair as possible:

- Please provide your details on an online form or download a Fee Relief Request. Both of these will be available on the CEDP and our school website from **Friday 17 April**.
- If you do choose to complete the Fee Relief Request (rather than providing your details online) email it to cl@parra.catholic.edu.au or drop it into the school. Don't worry, there is no deadline for completing the forms and your information will be treated in strict confidence. It will also be treated in accordance with the Australian Privacy Principles and our [Privacy Statement](#).
- You can complete a hard copy version of the form which will be available from the school from the beginning of Term 2.

This information will help us to get things moving as quickly as possible. We will contact you as soon as we can to let you know what assistance is available.

If you wish to reduce, suspend or cancel your current direct debit arrangements, please send an email to cl@parra.catholic.edu.au. If you have pre-paid your 2020 fees for the full year and would like to be refunded the fees for future terms, please send an email to cl@parra.catholic.edu.au.

We are here to help. A 'Frequently Asked Questions' page is available [here](#). You will also be able to access this page from your school's website. The downloadable PDF form is also available on the page. Of course, if you would like to have a confidential conversation about any of these matters, contact the school in the first instance.

Yours sincerely

Mark Holyoake
Director Enterprise
Catholic Education
Diocese of Parramatta

LEARNING FOR TODAY'S WORLD