LESER Memo No 11
8 August 2013

Attention: Principals, Business Managers, Council Chairs

All Principals

Schools Assembly – Saturday 7 September – 9.00 – 12.00noon
Quality Hotel, 265 Mickleham Road, Tullamarine

We are aware that Schools Assembly now falls on Federal Election Day. Schools Assembly will still go ahead, an absentee vote may be required.

Please confirm with Jayne your attendance at Schools Assembly.
jayne.hogan@leser.lutheran.edu.au

LESER Staff Planning Day – Friday 16 August

Please note that the LESER office will be closed on Friday 16 August due to a staff planning day.
For urgent matters please contact Paul Mobile 0428 198 708

Paul Weinert
Director
paul.weinert@leser.lutheran.edu.au

2013 Census of Non-Government Schools

Census on the Internet

1. Your Census data must be submitted online through the Schools Service Point (SSP), which is located at: https://ssp.deewr.gov.au.
2. You must complete the census for each school including the online declaration through Census on the Internet, by Friday 9 August 2013. Failure to complete the census by this deadline could affect your schools’ entitlements to any future payments of recurrent funding. Please advise when this task is completed paul.weinert@leser.lutheran.edu.au
3. Record keeping
LESER will complete the online declaration for Victorian Schools whilst schools in NSW and Tasmania will be responsible for completing their own declaration.
Business Managers

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