



INVESTMENT POLICY

STATEMENT OF COMMITMENT

Cobram Secondary College believes every student deserves a safe and positive learning experience where they are engaged and supported to reach their full potential.

The College adheres to the principles of Australian democracy and takes into account the diversity of all children and makes reasonable efforts to accommodate them. This includes (but is not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, children who identify as lesbian, gay, bisexual, transgender, intersex and questioning (LGBTIQ) individuals, and children who are vulnerable.

The College is committed to creating a child safe environment protecting children from all forms of abuse and neglect.

PURPOSE

To ensure maximum interest returns on low-risk investments.

SCOPE

This policy applies to all schools who have an investment account with a maturity date after the 14 February 2019.

This policy applies to all school staff who are involved in cash flow planning and management.

This policy should be read in conjunction with the Department's investment policy and guidelines as outlined in the [School Financial Guidelines](#).

POLICY

All grants and other payments from the Department of Education are paid into our school's individual 'at call' High Yield Investment Account.

These funds, plus locally-raised funds, are then transferred into Cobram Secondary College's Official Account on a needs basis. Example School will ensure that the balance in the Official account does not exceed the school operating reserve.

Cobram Secondary College will not establish new term deposits, or extend existing term deposits, beyond 14 February 2019. All term deposits with a maturity beyond 14 February 2019 must be rolled into the Central Banking System (CBS) account upon maturity.

Until all term deposits have reached their maturity, Cobram Secondary College council must maintain an Investment Register for all investments other than the High Yield Investment Account. The register will detail date of lodgment, investment institution, account number, amount invested, and terms of investment including interest rate, maturity date and interest earned.

All documentation relating to the closure of investment accounts, including the 'roll over' of existing investments into the CBS link High Yield Investment Account must be approved and minuted by Cobram Secondary College school council, and authorized by the principal and a school council delegate.

All investments held are to be in the name of Cobram Secondary College council and be reported through CASES21.

The cash-flow requirements of Cobram Secondary College must be monitored to ensure that there are sufficient funds available to meet commitments.

Cobram Secondary College school council must not deposit money directly into, or make payments directly from the High Investment Yield account. All receipts and payments must be made via the Official Account, except:

- interest earned and paid directly into the High Investment Yield account
- funds deposited by Department directly into the High Yield Investment Account
- schools with ATO endorsement to operate a gift deductible trust fund (e.g. school library or building fund).

FURTHER INFORMATION AND RESOURCES

- [Department of Treasury and Finance](#)
- [School Financial Guidelines](#) – Schools investment policy and guidelines
- [List of Authorised Deposit Taking Institutions](#)
- [High Yield Investment Account – Information for Schools](#)

Proposed amendments to this policy will be discussed with Administration Staff, Leadership Team, Finance sub-committee and school council.

REVIEW PERIOD

This policy will no longer be required once all investment accounts have reached maturity and have been closed.

This policy was last approved by school council in 2019 and is scheduled to be revoked with the closure of the schools term deposit account held with Bank Australia.

Kimberley Tempest
Principal

Warwick Higgins
College Council President