



Investment Policy

1.0 Rationale

- To invest in safe securities that attract the best interest rate available.

2.0 Broad Guidelines

School Council will –

- Invest, as trustee of school funds, in secure investments. These are institutions that are guaranteed either by the Commonwealth or any State Government in Australia or should pass the 'Prudent Investor Test' (Circular S296-2008 School Investment Policy Guidelines).
- Review the cash requirements of the school and decide investment and reinvestment options.
- Regularly monitor the status of all School Council deposits and investments.

3.0 Implementation

Executive of School Council empowered by School Council will –

- Provide written advice, signed by two signatories to the school's official bank account, to the bank authorising the transfer of the funds and advising the period of investment.
- Record on CASES 21 Miscellaneous Debits and Credits related to the investment portfolio.
- Maintain an Investment Register detailing –
 - Date of lodgement
 - With whom invested
 - Terms of investment, percentage rate and maturity dates
 - Amount
 - 0001 investment
- Maintain sufficient funds in the official account to service creditors.
- Utilise holiday periods to maximise short-term investment.
- Status of investment accounts to be reported to School Council on monthly basis.

4.0 Resources

- All funds held in the Official and Investment Accounts of School Council.
- Department of Education directives in relation to grants or designated funds.

5.0 Evaluation

School Council will evaluate this policy by –

- Monitoring the levels of interest gained on a quarterly and annual basis.
- The on-going performance of the Official and Investment Accounts.

6.0 End of Document