



## St John Bosco College

35A and 35B Waratah Rd,  
Engadine NSW

### Plan of Management

4<sup>th</sup> March 2025



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## Revision Control

Rev	Date	Description of revision	Prepared by	Checked by	Authorised by
1.0	22 Feb 2024	Draft	MH		
1.1	27 Feb 2024	For Review – planner submission	MH	DK	
2	4 Mar 2024	For Issue			
3	11 Mar 2024	For Issue – minor updates			
4	21 May 2024	For Issue – minor updates			
5	14 Nov 2024	For Issue – minor updates to RFI	MK	SH	
6	31 Jan 2025	For Issue – minor updates to RFI 2	MK	SH	
7	04 March 2025	For Issue – updates sections 3.5 and 3.6	MK	SH	

## Distribution list

Controlled copies have been distributed to the following personnel:

Copy No	Name of holder	Company	Date issued
1.	DA Submission	Sutherland City Council	21 May 2024

## 1. Introduction

### 1.1 Purpose of the Document

The purpose of this document is to outline the Plan of Management at St John Bosco College located at 35A and 35B Waratah Rd, Engadine for the development application to Sutherland Shire Council.

### 1.2 Project Overview

The proposed project aims to provide St John Bosco College Engadine with adequate numbers of classrooms to meet the demand for enrolments. The school is located in an area of south-eastern Sydney that is experiencing significant growth.

This project is in response to actual and future projected growth and therefore aims to ensure the student cap reflects the full capacity of the school. The project proposes to provide permanent additional learning spaces to accommodate additional students.

This project involves:

- Construction of new school building to provide 25 General Learning Areas (GLAs; general classrooms), and Art Facilities to suit the art classes.
- Construction of a new bridge from the new building into the Block M courtyard providing a level entrance and connection to the upper campus area.
- Hard and soft landscaping works

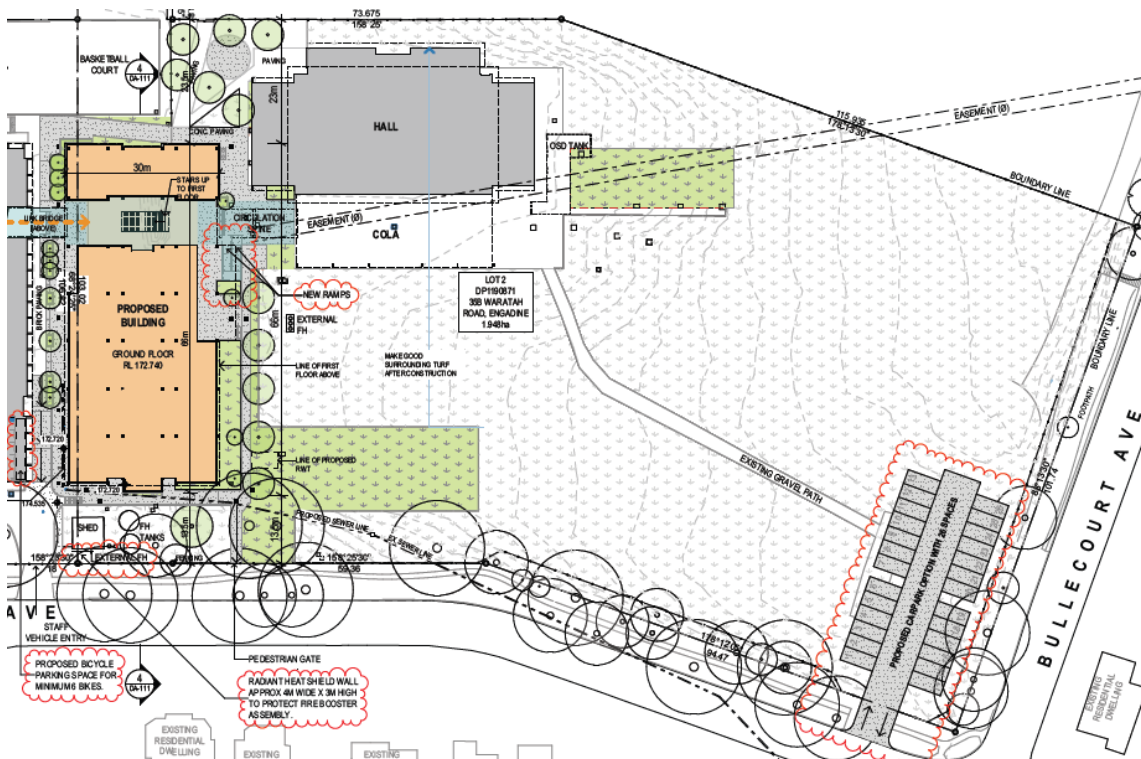


Figure Attachment A: Fulton Trotter Drawing DA-101 Proposed Site Plan Rev I

## 2. Site Management (Construction)

### 2.1 Construction Hours

It is proposed that the construction hours are between the hours of 7.00am and 6.00pm Monday to Friday inclusive and 8.00am and 3.00pm Saturdays in line with a development application approved in 2013 at the same site.

### 2.2 Site Access

All site access will be on Banksia Ave between Chipilly Ave and Bullecourt Ave. There will be a singular vehicular access with a truck turning zone to ensure that all vehicles arrive and leave in a forward direction. There will be a shaker grid at the threshold which will be covered at all times with a coarse aggregate or the like to prevent mud and dirt leaving the site and being deposited onto the street.

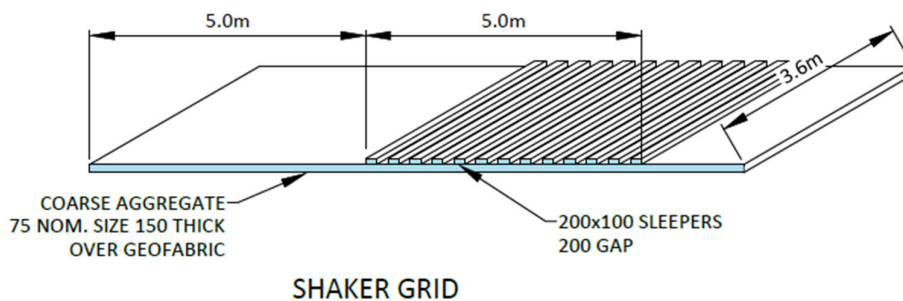


Figure Attachment B: Enscape Drawing SK-C-02 Sediment and Erosion Control Plan Rev A

There will be a separate construction pedestrian gate entering into the builder's compound with the site offices and amenities. These have been indicatively shown on Fulton Trotters drawing DA-113 – Construction Management Plan (Attachment C) and will be detailed by the Head Contractor.

### 2.3 Site Security

There will be no access to the site from the campus which limits interactions between students and workers. The site will be surrounded by temporary fence with mesh and appropriate safety signage. The pedestrian entry gate will lead into the site offices and amenities where all contractors and visitors will be required to check-in and complete an induction.

### 2.4 Noise

The neighbourhood is more likely to be understanding if correct notification is provided. A letter drop will be completed by the Head Contractor prior to the commencement of works. All possible and practical steps shall be taken to prevent nuisance to the occupants of the surrounding neighbourhood from windblown dust, debris, noise and the like during the demolition, excavation and building works.

## 3. Operational Management (School Operations)

### 3.1 Objective

Sydney Catholic Schools (SCS) seeks the highest level of protection reasonably possible for students, SCS staff, contractors, parents and visitors against harm to their health and safety and is committed to maintaining a safe and healthy work environment.

SCS does this by fostering a culture where staff and management consult and collaborate to identify hazards, assess risks and implement effective measures to either eliminate or reduce those risks, as far as is reasonably practicable.

SCS has a Work Health & Safety Policy that outlines the work health and safety roles and responsibilities of the SCS Board, Executive Team, SCS leaders, SCS staff and other persons.

The policy applies to:

- SCS workers, including employees, members of religious orders engaged in schools, volunteers, trainees, interns, labour hire employees and contractors.
- Other persons, including parents and carers, visitors and school patrons, insofar as they are at an SCS workplace or affected by work carried out for and on behalf of SCS.

Failure to comply with this policy may lead to disciplinary action including termination of employment of SCS workers. Other persons who fail to comply with this policy may be required to leave the premises of the SCS workplace

### 3.2 Legal Framework

The applicable legal framework in New South Wales as it applies to SCS is set out below. The primary focus of the framework is to foster safe and healthy work environments and safe work systems.

- Work Health and Safety Act 2011 (NSW), which outlines broad responsibilities, duties, offences, processes and enforcement measures.
- Work Health and Safety Regulations 2017 (NSW), which set out specific requirements for particular hazards and risks.
- Codes of Practice, which provide detailed information on how to achieve standards required under the Work Health and Safety Act and Regulation.
- Enterprise Agreement (as applicable).

### 3.3 Responsibilities

The health and safety of all persons in a workplace is a shared obligation and responsibility between SCS, SCS staff and other persons (including other organisations with a shared duty).

These responsibilities are outlined below:

#### 3.3.1 SCS Board

The SCS Board is responsible for SCS' overall compliance with its work health & safety obligations to ensure, so far as is reasonably practicable, the health and safety of workers and other persons.

The Board seeks to do this by:

- Understanding the operations of the SCS workplace and any risks.
- Staying updated on workplace safety issues and changes in legal requirements and standards to ensure that there is a safe place and system of work and good governance.
- Ensuring SCS has effective risk assessment and reporting processes, safety procedures and workplace safety policies which are appropriately communicated to workers and other persons.



- Monitoring, reviewing and providing advice in relation to SCS' work health and safety obligations based on effective and transparent management reporting of safety issues.

### **3.3.2 SCS Workplace Health & Safety Central Committee**

The SCS Workplace Health & Safety Central Committee will assist the SCS Board by monitoring key risks in the areas of Work Health and Safety and ensuring SCS's compliance with relevant legislation, statutory regulations and SCS operational policies and standards.

In order to fulfil this role, the Committee will receive and consider reports submitted by SCS directorates and networks on:

- WHS performance and issues.
- WHS audit program and respective results.
- WHS management and performance of their operations.

The SCS WHS Central Committee is also committed to facilitating cooperation and consultation between SCS and its staff to develop and improve health and safety in the workplace.

### **3.3.3 SCS Executive Team**

The SCS Executive Team is responsible for:

- managing SCS' resources and processes to maintain safe and healthy workplaces for all workers and other persons.
- providing information, training, instruction or supervision to protect workers and other persons from work health and safety risks.
- monitoring the work health and safety of workers to prevent illness or injury, and
- consulting with workers and others with a shared duty to identify, eliminate or minimise risks.

The Executive Team seeks to do this through:

- ensuring SCS' compliance with all work health and safety legislation and regulatory requirements.
- ensuring adequate communication and consultation with workers on work health and safety matters, by giving workers reasonable opportunities to express their views, raise issues and contribute to decision making processes.
- engaging in discussions and cooperate with any health and safety representatives appointed on behalf of SCS workers (if any).
- overseeing the development and implementation of safe working systems and providing
- adequate safety information, training and supervision for those systems, and
- ensuring the regular review and monitoring of SCS' work health and safety systems including assessing their effectiveness and establishing measurable targets.
- ensuring that SCS workers have the prescribed qualifications and experience, and SCS workplaces and equipment are duly authorised to carry out and conduct work on safely.

### **3.3.4 Principals and Managers**

SCS Principals and Managers are responsible for work health and safety within their areas of responsibility. They achieve this through:

- undertaking the actions necessary to maintain a safe workplace by reinforcing safe work practices.
- ensuring the implementation of SCS work health and safety policies, procedures and programs.
- ensuring all incidents and hazards within their area of control are identified, reported, investigated and control strategies implemented.

- ensuring that training and instruction is provided to SCS workers on work health and safety that is suitable and adequate having regard to the nature of their work and exposure to risk, and that they are adequately supervised.
- encouraging workers to raise work health and safety concerns and to report incidents or near misses.
- ensuring that workers are consulted on all issues that affect their health and safety.
- ensuring notifiable incidents are notified in line with relevant procedures and within the required timeframes, and
- ensuring they act promptly to resolve and close out any work health and safety concerns raised by workers or other applicable persons.

### **3.3.5 SCS workers**

SCS workers are responsible for taking reasonable care to ensure that their acts and omissions are not harmful to either the mental or physical health and safety of themselves or others in the workplace.

SCS workers must also comply with any reasonable instruction of SCS with respect to work health and safety, including that they cooperate with any reasonable work health and safety programs, policies or procedures.

Workers are also required to:

- immediately report to their manager or supervisor any unsafe acts, equipment or hazards that might pose a risk to work health and safety
- not misuse, damage or interfere with workplace equipment
- perform all work duties in a manner which ensures their own health and safety, as well as that of all other workers and other persons who may be affected by the work performed, and
- cooperate with SCS to ensure and maintain a safe working environment of all workers and others.

### **3.3.6 Work Health & Safety (WHS) Team**

The WHS Team in SCS is responsible for:

- developing, reviewing and communicating the WHS policy, procedures, systems and programs.
- keeping up to date on health, safety and wellbeing developments and legislative requirements.
- developing a framework that enables all workers to know and understand their WHS responsibilities.
- identifying and investigating hazards, assessing risks and implementing appropriate strategies to eradicate or minimise risk of injury.
- providing expert advice, consultation, recommendations and training in relation to work health and safety matters.
- monitoring, analysing and reporting on safety performance metrics.

### **3.3.7 Other persons**

Other persons such as parents/carers, contractors, consultants or visitors to SCS workplaces are responsible for taking reasonable care to ensure that their acts are not harmful to the health and safety of themselves or others. They must also comply with all reasonable instructions given by SCS to maintain health and safety.

## **3.4 Staffing and Student Arrangements and Capacity**

With enrolments currently at 946 students in 2024 (school census data from February 2024), the proposed capital works includes the construction of 25 general learning areas (classrooms), and an art precinct which includes workshops and specialist facilities (ie. kiln room). This will assist in

replacing the current temporary demountable classroom buildings and support the school in building towards a forecast enrolment of 1,260 students by transitioning from a 5 stream to 7 stream school. This project is in response to actual and future projected growth and therefore aims to ensure the student cap reflects the full capacity of the school.

To meet the requirements of the student growth, staff numbers are also expected to increase to a total of 107 staff. The additional staff will be provided parking on site in line with the consent submission.

Staff and students will also be encouraged with the initiatives of the Green Travel Plan relating to public transport and cycling.

### **3.5 Hours of Operation**

#### **Base School**

The school base operations currently run during all school terms:

- Monday, Tuesday, Wednesday, and Friday- 8.30am-3.05pm
- Thursday - 8.30am-2.30pm
- Pick up and drop off are between 8am-9.05am and 3-3.45pm.

#### **School Hall**

- Monday to Friday- 7.30am-6.00pm

#### **School Oval**

- Monday to Saturday- 7.30am-6.00pm

Outside of the hours nominated above, the school will operate after school activities of a sporting and educational nature.

St John Bosco College will continue its compliance with previously approved extensions and limitations to the operations outside of these hours.

This proposal does not have any impact on the hours of operation.

### **3.6 Management of Use**

The School Hall and School Oval generally will be managed by:

- The main gate located on Banksia Ave is automatically timed to remain open during the pickup and drop off times for the school and is supervised by an appropriate staff member. The service gates are also appropriately supervised and are manually operated and secured with a padlock
- The facilities will only be available for uses associated with the school and on occasion, to support St John Bosco Parish based programs
- School staff will be present at all times the hall and oval are being used
- Security patrols will continue to occur outside school hours
- Appropriate security systems (CCTV, Passive Infrared Detectors) are installed throughout the campus
- Signage indicating contact details for community feedback will be erected at the primary entry point on Waratah Road

#### **Noise**

- Noise mitigation strategies include staff control of all activities to monitor noise
- Entry and exit to the hall will be via the primary entry point at Waratah Road
- Attendees to the hall will be encouraged to enter and leave the premises in a quiet and orderly fashion



- Entry and exit to the oval will be provided adjacent to the hall and off Woronora Road
- Loitering on the school grounds will be actively discouraged

#### Community Feedback Management

- A register of feedback will be utilised to record details of feedback received including issue, time, date, nature of feedback and actions taken

### 3.7 Security Measures

The main gate located on Banksia Ave is automatically timed to remain open during the pickup and drop off times for the school and is supervised by an appropriate staff member. The service gates are also appropriately supervised and are manually operated and secured with a padlock.

At all other times, the main gate is released by an intercom system controlled by the reception team and all visitors are required to sign in and out using the Compass Kiosk. While on site, visitors are required to wear a visitor lanyard for identification. The school alarm is programmed to arm and disarm outside of operating hours on weekdays, weekends, and holidays.

The new development will be within the envelope of the existing school and all security procedures will extend to the new building. The proposal will maintain the existing pedestrian gate into the school grounds from Banksia Ave with all access to the new building through the existing campus entries.

### 3.8 Cleaning Protocols

The school engages an external cleaning company who have two cleaners on site daily emptying of bins, dusting, vacuuming, and cleaning of WCs. Further, the school employs two General Assistants (one FT and one 3 days PT) who are responsible for general buildings, classrooms, and grounds maintenance. These cleaning and maintenance works will be extended to include the new building.

Existing classrooms have general waste and paper waste bins, and this will be replicated throughout the new works in each classroom and within common and external spaces, as appropriate. The students, staff and visitors will be responsible for placing their waste and recycling into the correct receptacle.

The fullness of the bins are monitored by grounds staff and cleaners who circulate throughout the campus daily and empty the waste and recycling bins, as appropriate. They transport the waste and recycling to the bulk bins and dispose of into the appropriate skip bins which are collected weekly.

<i>Type</i>	<i>Limit</i>
Professional Indemnity	\$10,000,000 any one claim
Public Liability	\$20,000,000 any one occurrence or series of occurrences arising out of one originating clause.
Student Personal Accident	As listed

#### 4. Insurances

Sydney Catholic Schools holds all relevant insurances including the following which are included as Attachment D.

## 5. Fire Safety and Emergency

There is an Emergency Management Plan which is reviewed and updated, as appropriate, annually. All staff are acquainted with the basic plans and procedures for all emergency situations and their first priority is the safety and well being of all students and staff members.

The evacuation assembly point is the fence line along Bullecourt Ave in the Valdocco Field. The field is located immediately adjacent to the proposed building. The proposed works include demolition and construction of a link bridge into Building M in addition to the existing pathway around Block M. All proposed works will comply with the BCA as outlined in the BCA report.

The Emergency Management Plan will be updated to include the new works during and upon completion of construction.

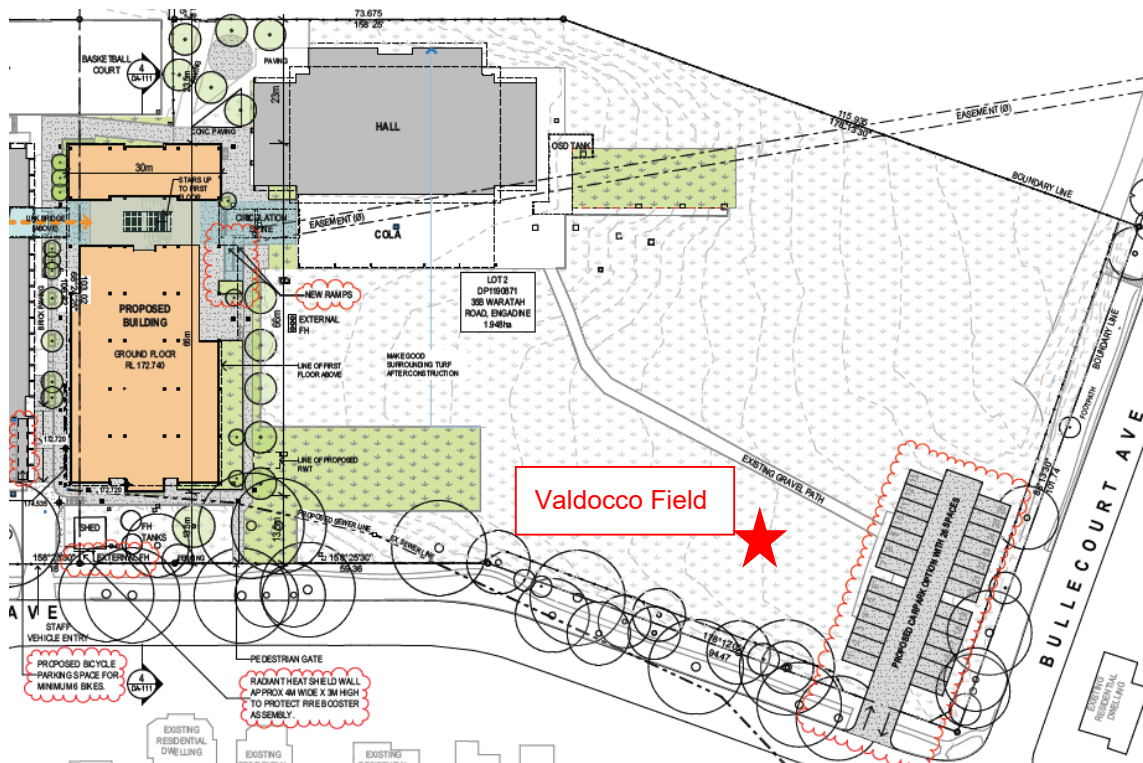
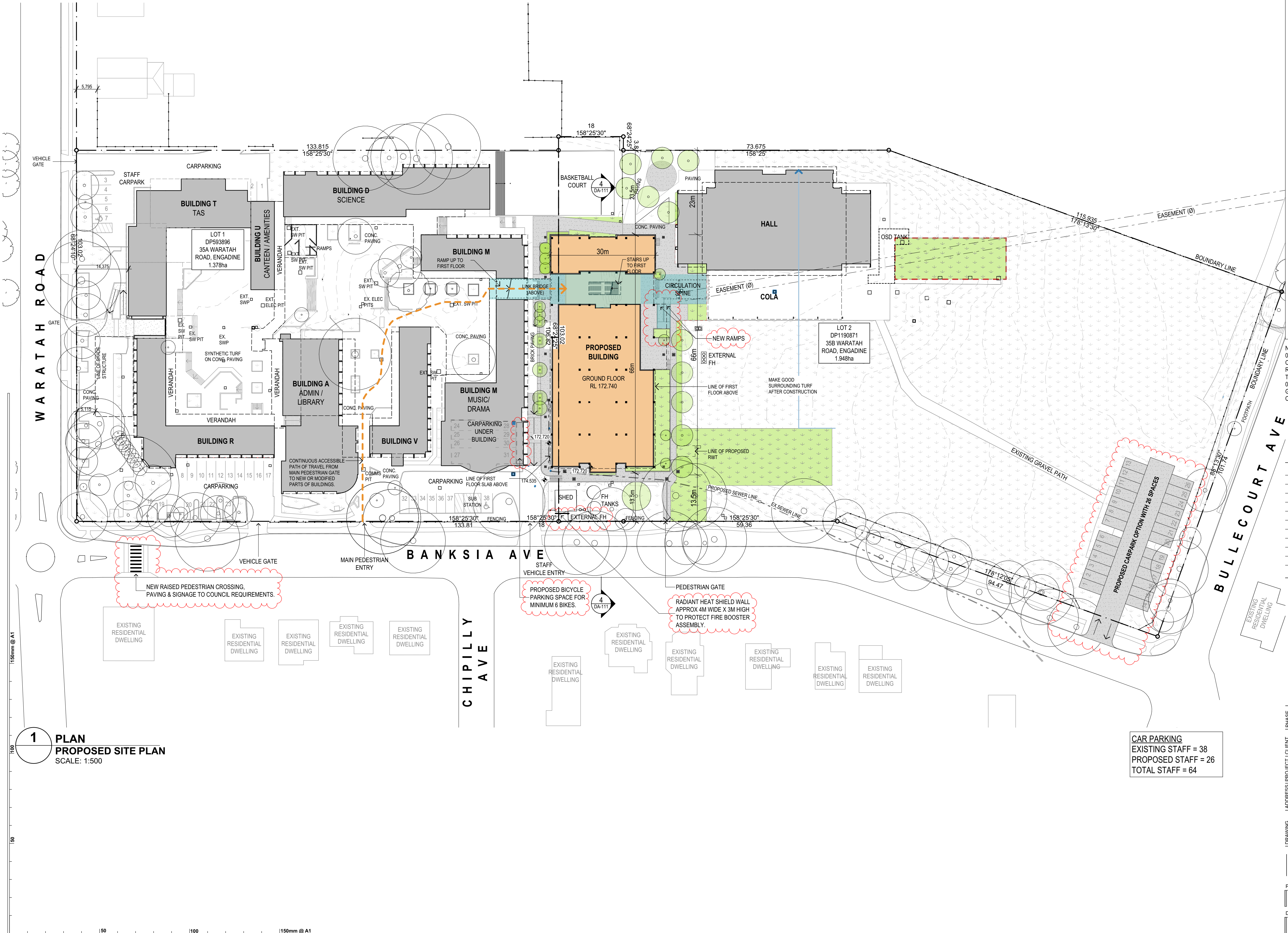


Figure: Proposed building adjacent to Valdocco Field with the red star indicating evacuation assembly point

# Appendix





PROPOSED LEGEND	
	WORK UNDER D.A. APPROVAL
	EXISTING BUILDINGS
	PROPOSED BUILDINGS
	PROPOSED CIRCULATION SPINE
	ROOF LINE (ABOVE)
	EXISTING PAVING
	PROPOSED PAVING
	EXISTING LANDSCAPING
	PROPOSED LANDSCAPING
	BOUNDARY LINE
	EXISTING FENCING
	PROPOSED FENCING
	EXISTING TREES
	PROPOSED TREES
	EXISTING SPOT LEVEL
	PROPOSED SPOT LEVEL
	SITE CONTOURS (500MM)
	EXISTING EASEMENT
	(Ø) - EASEMENT TO DRAIN WATER 2.5 METRES WIDE (DP1066534)
	CONTINUOUS ACCESSIBLE PATH OF TRAVEL FROM MAIN PEDESTRIAN GATE TO NEW OR MODIFIED PARTS OF BUILDINGS, IN ACCORDANCE WITH DISABILITY (ACCESS TO PREMISES - BUILDINGS) STANDARDS 2010

NOTE -  
01. EXISTING ENTRY TO BE UPGRADED TO PROVIDE COMPLIANCE WITH ACCESS TO PREMISES STANDARDS AS REQUIRED AND INCLUDE REPOSITIONING OF THE INTERCOM TO THE COMPLIANT HEIGHT.  
02. GENERALLY ALL NEW RAMPS AND STAIRWAYS INCLUDING GOINGS, RISERS AND SLIP RESISTANCE CLASSIFICATION TO COMPLY WITH BCA AND AS1428.

REV.	DESCRIPTION	DATE	INIT.
1	DA RFI ISSUE	04/11/2024	JH

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**DESIGN DEVELOPMENT**  
Sydney Catholic Schools

St. John Bosco Engadine  
(Redevelopment) Project

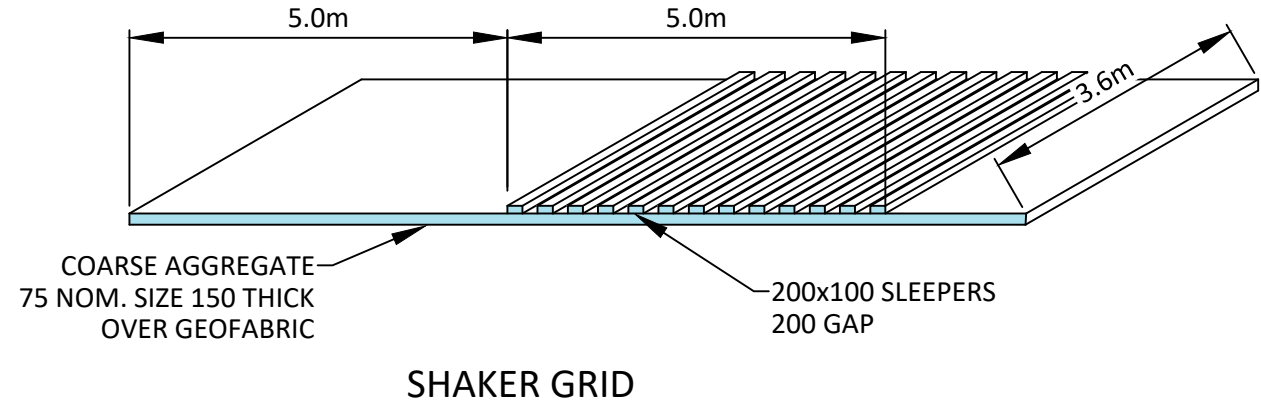
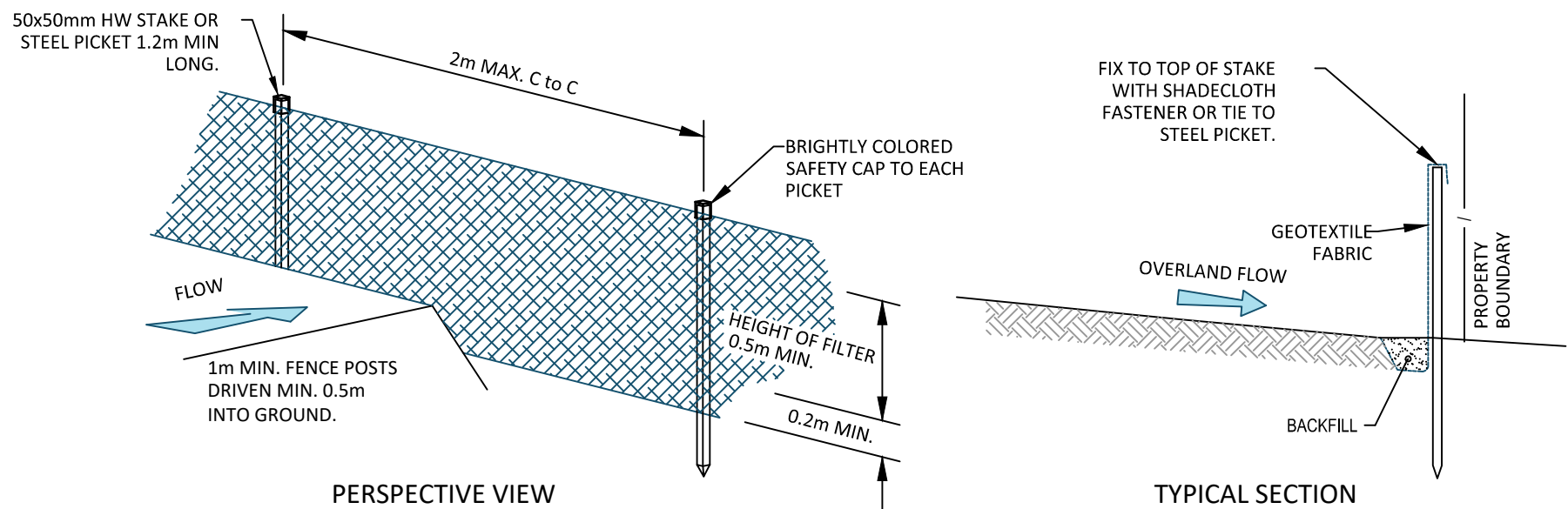
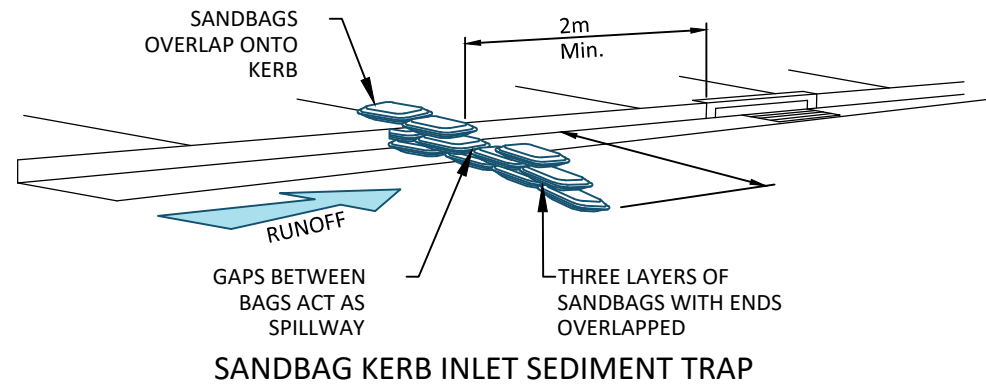
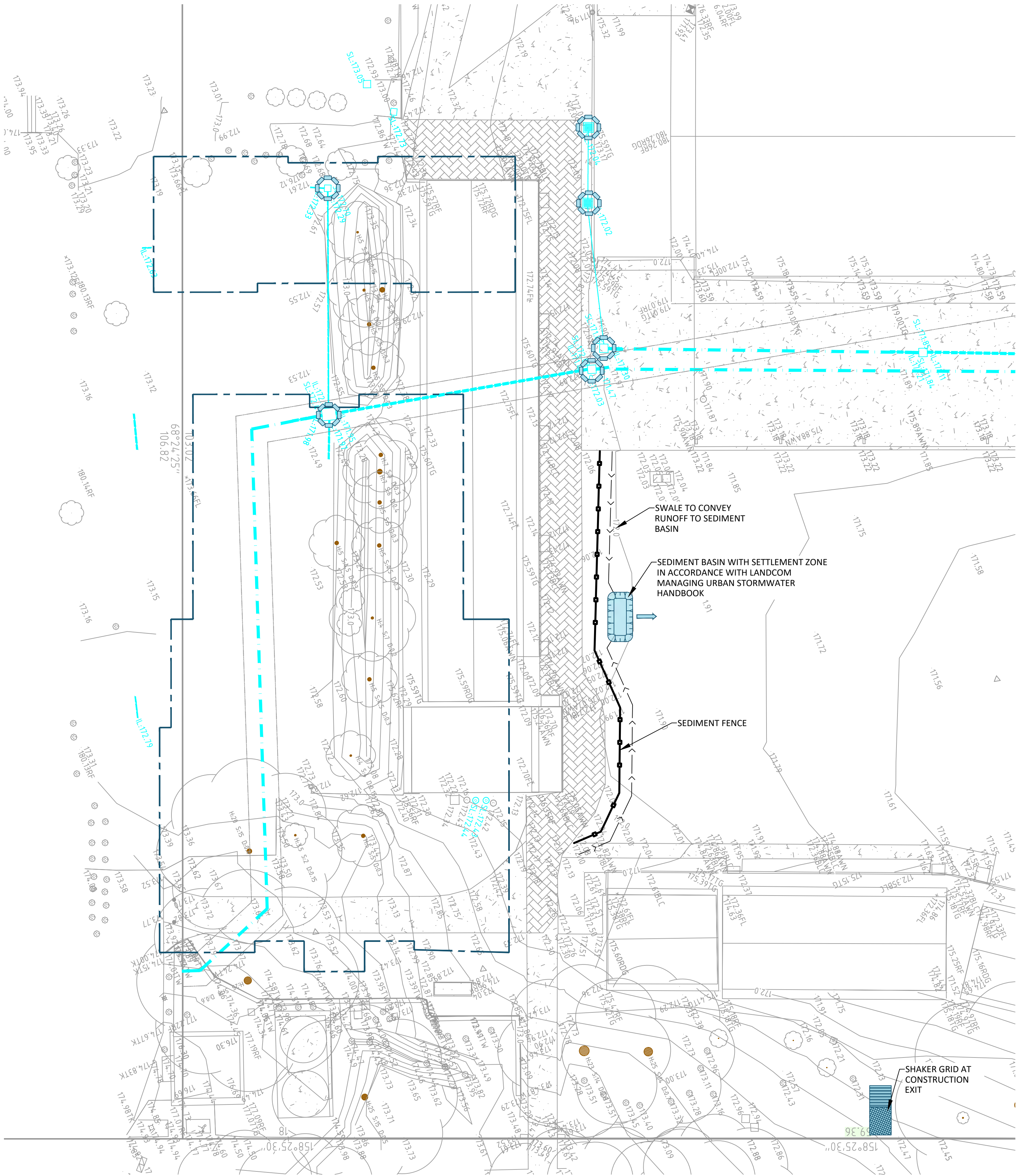
35A & 35B Waratah Road  
Engadine, NSW

**PROPOSED SITE PLAN**  
Figured dimensions take precedence over scale dimensions. Contractors must verify all dimensions on site before commencing any work or making shop drawings.

PROJECT NUMBER	DIRECTOR	CHECKED
7023EN06	GI	

DRAWING NUMBER	REVISION
DA-101	I





## LEGEND

- PROPOSED BUILDING EXTENT
- PROPOSED SITE HOARDING
- VEHICLE SHAKEDOWN DEVICE
- PROPOSED SILT FENCE
- PROPOSED DIVERSION SWALE
- PROPOSED SEDIMENT BASIN
- PROPOSED SANDBAG PROTECTION

## EROSION AND SEDIMENT CONTROL NOTES

- ALL WORK SHALL BE GENERALLY CARRIED OUT IN ACCORDANCE WITH:
  - LOCAL AUTHORITY REQUIREMENTS,
  - EPA - POLLUTION CONTROL MANUAL FOR URBAN STORMWATER,
  - DEPARTMENT OF CONSERVATION AND LAND MANAGEMENT MANUAL- "URBAN EROSION & SEDIMENT CONTROL".
- EROSION AND SEDIMENT CONTROL DRAWINGS AND NOTES ARE PROVIDED FOR THE WHOLE OF THE WORKS. SHOULD THE CONTRACTOR STAGE THESE WORKS THEN THE DESIGN MAY REQUIRE TO BE MODIFIED. VARIATION TO THESE DETAILS MAY REQUIRE TO BE APPROVED BY THE RELEVANT AUTHORITIES. THE EROSION AND SEDIMENT CONTROL PLAN SHALL BE IMPLEMENTED AND ADOPTED TO MEET THE VARYING SITUATIONS AS WORK ON SITE PROGRESSES.
- MAINTAIN ALL EROSION AND SEDIMENT CONTROL DEVICES TO THE SATISFACTION OF THE SUPERINTENDENT AND THE LOCAL AUTHORITY.
- WHEN STORMWATER PITS ARE CONSTRUCTED PREVENT SITE RUNOFF ENTERING THE PITS UNLESS SILT FENCES ARE ERECTED AROUND PITS.
- MINIMISE THE AREA OF SITE BEING DISTURBED AT ANY ONE TIME.
- PROTECT ALL STOCKPILES OF MATERIALS FROM SCOUR AND EROSION. DO NOT STOCKPILE LOOSE MATERIAL IN ROADWAYS, NEAR DRAINAGE PITS OR IN WATERCOURSES.
- ALL SOIL AND WATER CONTROL MEASURES ARE TO BE PUT BACK IN PLACE AT THE END OF EACH WORKING DAY, AND MODIFIED TO BEST SUIT SITE CONDITIONS.
- CONTROL WATER FROM UPSTREAM OF THE SITE SUCH THAT IT DOES NOT ENTER THE DISTURBED SITE.
- ALL CONSTRUCTION VEHICLES SHALL ENTER AND EXIT THE SITE VIA THE APPROVED CONSTRUCTION ENTRY/EXIT ROUTE.
- ALL VEHICLES LEAVING THE SITE SHALL BE CLEANED AND INSPECTED BEFORE LEAVING.
- MAINTAIN ALL STORMWATER PIPES AND PITS CLEAR OF DEBRIS AND SEDIMENT. INSPECT STORMWATER SYSTEM AND CLEAN OUT AFTER EACH STORM EVENT.
- CLEAN OUT ALL EROSION AND SEDIMENT CONTROL DEVICES AFTER EACH STORM EVENT.
- ALL DISTURBED AREAS SHALL BE REVEGETATED AS SOON AS THE RELEVANT WORKS HAVE BEEN COMPLETED.

## SEQUENCE OF WORKS

- PRIOR TO COMMENCEMENT OF EXCAVATION THE FOLLOWING SOIL MANAGEMENT DEVICES MUST BE INSTALLED:
  - CONSTRUCT SILT CONTROL DEVICES BELOW THE SITE AND ACROSS ALL POTENTIAL RUNOFF SITES.
  - CO-ORDINATE CONSTRUCTION ENTRY/EXIT ROUTES WITH PROJECT MANAGER. ARRANGE SUITABLE LOCATION FOR THE INSPECTION OF TRUCKS PRIOR TO LEAVING SITE AND DIVERT RUNOFF TO SUITABLE CONTROL SYSTEM.
  - CONSTRUCT MEASURES TO DIVERT UPSTREAM FLOWS INTO EXISTING STORMWATER SYSTEM.
  - PROVIDE SANDBAG SEDIMENT TRAPS UPSTREAM OF EXISTING PITS.
  - LOCATE A 1.8 METRE CHAIN WIRE FENCE AROUND THE BOUNDARIES AND ATTACH HESSIAN CLOTH TO IT ON THE WINDWARD SIDE (TIES AT THE TOP CENTER AND BOTTOM AND AT 1 METRE INTERVALS).
- DISTURBED AREAS ARE TO BE REGULARLY WATERED TO REDUCE DUST POLLUTION.
- CONSTRUCT GEOTEXTILE FILTER PIT SURROUND AROUND ALL PROPOSED PITS AS THEY ARE CONSTRUCTED.
- ON COMPLETION OF PAVEMENT PROVIDE SAND BAG KERB INLET SEDIMENT TRAPS AROUND PITS.
- PROVIDE AND MAINTAIN A STRIP OF TURF ON BOTH SIDES OF ALL ROADS AFTER THE CONSTRUCTION OF KERBS.

1:200 2 0 2 4 6 8 10 A1  
1:400 A3

SYDNEY CATHOLIC  
SCHOOLS

FULTON TROTTER

ST JOHN BOSCO,  
ENGADINE

SEDIMENT & EROSION  
CONTROL PLAN

enscape  
studio



PRELIMINARY  
NOT FOR CONSTRUCTION

REV	DESCRIPTION	DRAWN	APP'D	DATE
A	CONCEPT DESIGN ISSUE	IH	IH	01.02.24

CLIENT

ARCHITECT

PROJECT

TITLE

0418-SK-C-02.dwg

tel 0411 267 151  
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ABN 91 649 181 171

AS NOTED

0418

PROJECT No

SK-C-02

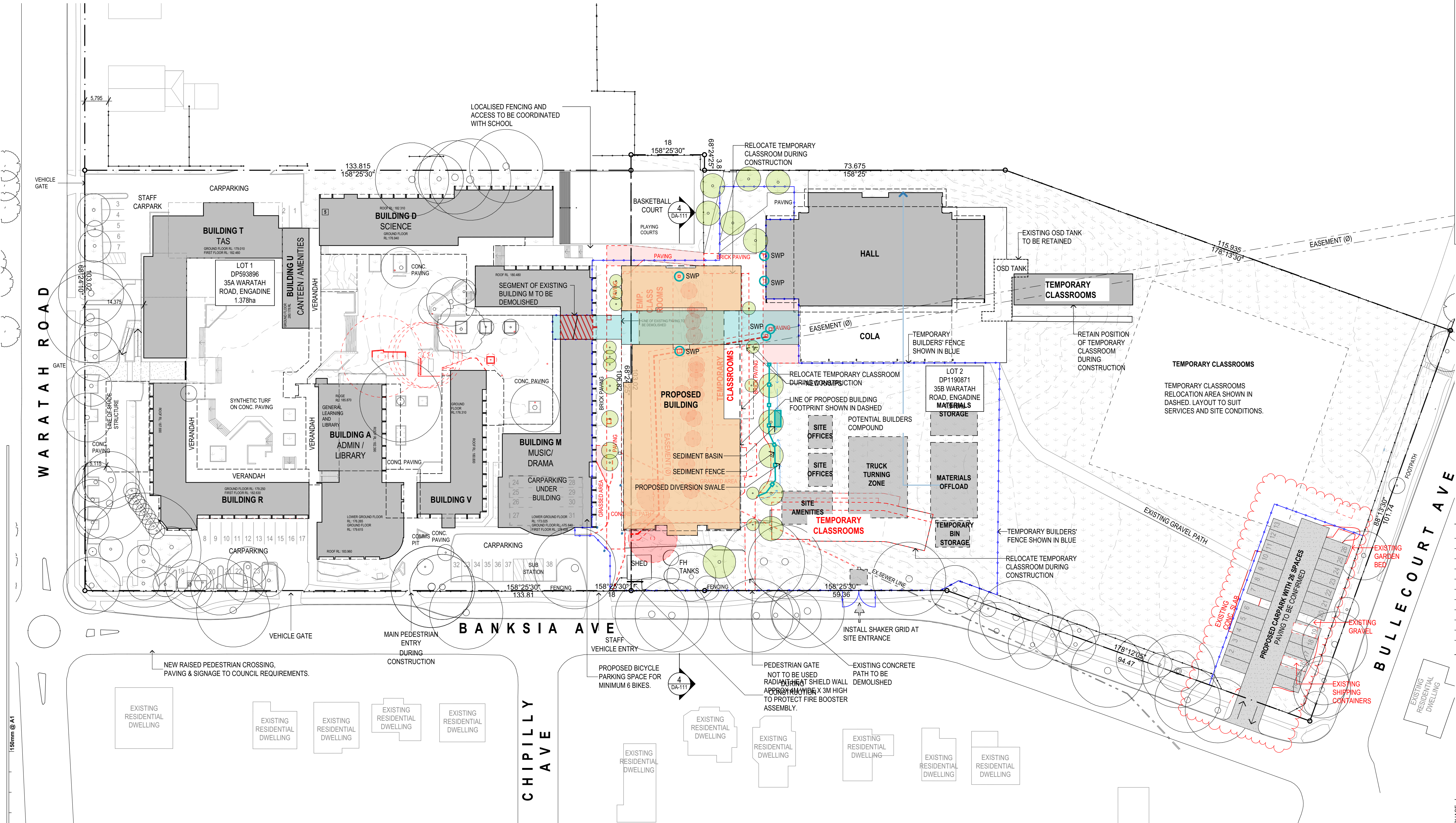
DRAWING No

A

REV

22/02/2024 12:28:09 PM





**CONSTR. MANAGEMENT LEGEND**

- EXISTING BUILDINGS
- PROPOSED BUILDINGS
- PROPOSED CIRCULATION SPINE
- CONSTRUCTION ZONE LAYOUT OF AREA TO BE DETERMINED BY BUILDER (INDICATIVE AREA SHOWN)
- COUNCIL EXCLUSION ZONE
- EXISTING TREES
- TREES TO BE REMOVED
- PROPOSED TREES
- PROPOSED SANDBAG PROTECTION AROUND SWP
- SEDIMENT CONTROL FENCING
- PROPOSED DIVERSION SWALE

NOTE: REFER TO CIVIL ENGINEER'S FOR EROSION AND SEDIMENT CONTROL DETAILS.

PRINT IN COLOUR

REV.	DESCRIPTION	DATE	INIT.
J	DA RFI ISSUE	15/11/2024	JH
I	DA ISSUE	02/07/2024	JH

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Ryan Loveday fraa QLD 4590

**DESIGN DEVELOPMENT**

PHASE

CLIENT Sydney Catholic Schools

PROJECT St. John Bosco Engadine (Redevelopment) Project

ADDRESS 35A & 35B Waratah Road Engadine, NSW

**CONSTRUCTION MANAGEMENT PLAN**

DRAWING

PROJECT NUMBER 7023EN06 DIRECTOR GI CHECKED J

DRAWING NUMBER DA-113 REVISION

Figured dimensions take precedence over scale dimensions. Contractors must verify all dimensions on site before commencing any work or making shop drawings.

1 PLAN  
PROPOSED CONSTRUCTION MANAGEMENT PLAN  
SCALE: 1:500



5 October 2023

TO WHOM IT MAY CONCERN

## Certificate of Currency Professional Indemnity

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this Certificate by email or for any loss, damage or expense thereby occasioned to any recipient.

<b>INSURED</b>	Sydney Catholic Schools Limited		
<b>PROFESSIONAL SERVICES</b>	In the Policy, Professional Services means: Education Service Provider		
<b>PERIOD OF INSURANCE</b>	From: 30 September 2023 at 4 PM Local Standard Time To: 30 September 2024 at 4 PM Local Standard Time		
<b>COVERS</b>	Covers Civil Liability Misleading or Deceptive Conduct Intellectual Property Defamation Lost Documents Fraud/Dishonesty Defence Cost		
<b>LIMITS OF LIABILITY</b>	\$10,000,000 any one claim \$20,000,000 in the aggregate		
<b>RETENTION</b>	\$25,000 each and every claim other than:  Property Cover for Lost Documents \$1,000 Court Attendance Nil		
<b>RETROACTIVE DATE</b>	Unlimited, excluding known claims and circumstances		
<b>CONTINUITY DATE</b>	30 September 2023		

**INSURER**

AIG Australia Limited

**PROPORTION**

100%

**POLICY NUMBER**

TBA

Indemnity is subject to the terms and conditions of the Policy, including any applicable Sub-Limit of Liability and Deductible.

Yours faithfully,



Penny Wasik  
Team Leader, Risk Management

5 October 2023

Marsh Pty Ltd  
ABN 86 004 651 512  
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BARANGAROO AVE,  
BARANGAROO NSW 2000  
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[Penny.Wasik@marsh.com](mailto:Penny.Wasik@marsh.com)

TO WHOM IT MAY CONCERN

## Certificate of Currency

### Primary Liability

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this Certificate by email or for any loss, damage or expense thereby occasioned to any recipient.

**INSURED**

Sydney Catholic Schools Limited as trustee for Sydney Catholic Schools Trust

**BUSINESS**

All activities of the Insured now, in the past (including their predecessors in the business) and/or in the future, including but not limited to owner and operator of a system of Catholic primary and secondary schools across the Sydney Archdiocese;

- Registered with the Department of Education NSW and Commonwealth as a provider of Kindergarten to Year 12 school education.
- Provider of NESA accredited school curriculum courses
- Registered Training Organisation (RTO) for delivery of nationally-recognised vocational qualifications including a dedicated vocational college and a network of tradetraining/ skills centres, workplace learning programs, schoolsbased apprenticeships and traineeships, externally-delivered VET and post-school VET courses;
- provider of Intensive English Centres providing intensive English instruction;
- provider of gifted learning programs via the Newman Selective Gifted Education Program;
- provider of road safety education;
- provider of curricular and co-curricular opportunities and programs in singing, dancing, acting and instrumental music including a dedicated performance arts college, student ensembles, workshops, holiday programs, master-classes and performances at various off-site converts, events and competitions;
- concert, production and and event organisers including organisers of annual Sydney Catholic Schools Eisteddfod and participation in/hosting of the annual Archdiocesan musical;
- provider of visual arts programs including masterclasses, filmmaking experiences and short film competitions, annual portrait prize and HSC visual arts showcase;
- organiser of excursions, incursions, camps and retreats

- provider of the Duke of Edinburgh program;
- provider of student wellbeing services including counselling through partnership with CatholicCare;
- organiser of weekly interschool sport programs and seasonal championships including but not limited to athletics, cross country, AFL, European handball, rugby 7s, tennis, swimming, touch football, basketball, water polo, football, goal ball, netball, rugby league and Oztag;
- organisers of sporting gala days and carnivals including but not limited to golf, chess, gymnastics, table tennis and Wheelchair Basketball;
- organisers of seasonal sport championships;
- organisers of holiday sport camps and invitational talent ID camps and academies;
- publisher of newsletters and weekly podcast;
- provider of religious education and faith formation/education programs for students, staff and family including invitational events, information sessions, workshops, retreats and conferences;
- organiser of charitable outreach initiatives;
- through partnerships offer auxiliary services and programs such as canteens, school uniform shops, counselling services and before and after school and vacation care programs with external providers like Sydney Catholic Early Childhood Education Services;
- landlords, licensors and licensees of property, property owners and developers
- provider of opportunities for youth ministry including evangelization events, concerts, Masses and Eucharistic Adoration, music ministry, social media forums and dialogue, retreats, service award programs, localised school programs, pilgrimages and immersions;
- provider of facilities for community voice at schools including parent associations, advisor councils, parent engagement forums, information nights, social and fundraising events;
- provider of facilities for school alumni activities and all other activities incidental thereto.
- Builder of new schools and expansion of existing schools

and all other activities incidental thereto

#### **PERIOD OF INSURANCE**

From: 30 September 2023 at 4 PM Local Standard Time  
To: 30 September 2024 at 4 PM Local Standard Time

#### **ADDITIONAL INSURED**

Trustees of the Roman Catholic Church for the Archdiocese of Sydney as an additional insured (as land owner)

#### **INSURING CLAUSES**

Public Liability  
Products Liability  
Advertising Liability  
Contract Works Liability

#### **LIMITS OF LIABILITY**

Public Liability  
\$20,000,000 any one Occurrence or series of Occurrences arising out of one originating clause

Products Liability  
\$20,000,000 any one Occurrence or series of Occurrences arising out of one originating clause and in the annual aggregate

Pollution Liability

\$20,000,000 any one Occurrence or series of Occurrences arising out of one originating clause and in the annual aggregate

Advertising Liability

\$20,000,000 any one Occurrence or series of Occurrences arising out of one originating clause

Contract Works Liability

\$500,000 (Maximum contract value)

**INSURER**

Tokio Kiln (Lloyds)  
Ascot (Lloyds)

**PROPORTION**

70%  
30%

**POLICY NUMBER**

BOWCI2351913

Indemnity is subject to the terms and conditions of the Policy, including any applicable Sub-Limit of Liability and Deductible.

Yours faithfully,



Penny Wasik  
Team Leader, Risk Management



5 October 2023

TO WHOM IT MAY CONCERN

## Certificate of Currency Student Personal Accident

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this Certificate by email or for any loss, damage or expense thereby occasioned to any recipient.

<b>INSURED</b>	Sydney Catholic Schools Limited	
<b>TERRITORIAL LIMIT</b>	Worldwide	
<b>PERIOD OF INSURANCE</b>	From: 30 September 2023 at 4 PM Local Standard Time To: 30 September 2024 at 4 PM Local Standard Time	
<b>INSURED PERSONS</b>	All students currently enrolled with the Insured.	
<b>SCOPE OF COVER</b>	School activities only - School Activities means the activities an Insured Person is engaged in, in connection with the Insured, including to but not limited to all extracurricular activities, academic, artistic activities, cultural, sporting activities or un-paid work experience or vocational training at all locations around the world including all associated travel to and from such activities. Where the person is a boarder or resident, school activities means in addition to the above, any time an Insured Person is on the premises owned/rented and controlled by the Insured.	
<b>LIMITS OF LIABILITY</b>	Aggregate Limit of Liability	\$3,750,000
	Aggregate Limit of Liability - Non Schedule	\$1,500,000
	<b>SECTION 1 – ACCIDENTAL DEATH</b>	
	1. Death as a result of injury	\$50,000
	<b>SECTION 1 – PERMANENT DISABILITIES</b>	
	2. Quad-Paraplegia	\$750,000
	3. Loss of Mental Powers	\$750,000
	4. Sight of Both Eyes	\$350,000
	5. Sight of One Eye	\$150,000
	6. Up to 35 % Partial Loss of Sight of one or both Eyes	\$20,000
	7. Between 36% and 65% Partial Loss of	

Sight of one or both eyes	\$40,000
8. More than 66% Partial Loss of Sight of one or both eyes	\$65,000
9. Loss of use of 2 limbs	\$300,000
10. Loss of use of 1 limb	\$150,000
11. Loss of Speech	\$100,000
12. Loss of Hearing in both ears	\$150,000
13. Loss of Hearing in one ear	\$50,000
14. Up to 35 % Partial Loss of Hearing of one or both ears	\$5,000
15. Between 36% and 65% Partial Loss of hearing of one or both ears	\$10,000
16. More than 66% Partial Loss of hearing of one or both ears	\$15,000
17. Total Loss of use of either hand	\$80,000
18. Loss of use of 4 fingers of either hand	\$50,000
19. Loss of use of 1 thumb of either hand	\$30,000
20. Loss of use of fingers of either hand	\$50,000
21. Total loss of use of the toes of either foot	\$20,000
22. Permanent Disability not provided for above: <i>Such percentage of \$75,000 as We in Our absolute discretion shall determine and being in Our opinion not inconsistent with the compensation provided under Permanent Disabilities</i>	
SECTION 1 – BROKEN OR FRACTURED BONES	
23. Finger, Thumb, Toe, Hand, Foot or Rib	\$200
24. Arm, Elbow, Wrist, Leg, Ankle or Knee	\$500
25. Neck, Skull, Spine, Pelvis or Hip	\$3,000
26. All other Breaks	\$500
27. Fractured Leg or patella with established Non Union	\$20,000
28. Shortening of leg by at least 5cms	\$10,000
The maximum amount payable for any one injury under Broken bones	\$75,000
SECTION 1 – DISCLOCATION	
29. Hip	\$500
30. Knee, Elbow, Shoulder blade, collarbone or Jaw	\$250
31. All other dislocations	\$150
SECTION 1 – LIGAMENT AND ORGAN DAMAGE	
32. Ligament – knee, ankle, hip, spine, neck, Shoulder	\$2,000
33. All other ligament damage which has required surgery to repair	\$2,000
34. Organ – spleen, kidney, liver, lung, heart	\$2,000
The maximum amount payable for any one injury under ligament and organ damage	\$25,000
SECTION 1 – DENTAL	
35. Permanent or second teeth (per tooth)	\$300
36. Milk or first teeth (per tooth)	\$100
37. Crowning of damaged teeth (per tooth)	\$300
38. Other damage (per tooth)	\$50
Maximum amount payable under Dental for any one accident	\$5,000

SECTION 1 – BURNS

39. 40% of the entire body or greater	\$320,000
40. Between 20% and 40% of the entire body	\$100,000

SECTION 1 – OTHERS

41. Fee relief (Death of parent by accident only)	\$15,000
42. Non-Medicare expenses (including overseas medical expenses)	100% of incurred expenses up to \$7,500
43. Bed care patient expenses	Up to \$750 per week maximum 52 weeks
44. Emergency Transport Rescue Expense	Up to \$7,500 per accident per student
45. Clothing, educational and / or sporting equipment Expenses	Up to \$500 per accident per student
46. Parent / guardian visitation	Up to \$2,500
47. Air or Road Rage benefit	Up to \$2,500
48. Carjacking assault benefit	Up to \$2,500
49. Transport Expense	Up to \$2,500
50. Out of pocket expenses	Up to \$1,000
51. Emergency Home Help	250 per week per benefit max 52 weeks
52. Student Tutorial Costs	250 per week per benefit max 52 weeks
53. Independent Financial Advice	\$15,000
54. Accidental HIV Infection Benefit	\$30,000

SECTION 2

Kidnap and ransom/extortion and personal assets	Up to \$300,000
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SECTION 3

Trauma Counselling benefit	Up to \$20,000
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INSURER

AIG Australia Limited

PROPORTION

100%

POLICY NUMBER

2300111954

Indemnity is subject to the terms and conditions of the Policy, including any applicable Sub-Limit of Liability and Deductible.

Yours faithfully,



Penny Wasik  
Team Leader, Risk Management