



GBW:vt

29 March 2018

Dear parents and carers

In 2018 Catholic Education Diocese of Parramatta moved to a new centralised billing system for the issuing of school fees statements to parents and carers. This initiative was implemented to take the burden off school administration.

Regrettably, many of the fee statements were late in being sent or contained inaccurate information. This was despite the significant planning and preparation that went into developing this new process.

Catholic Education Diocese of Parramatta apologises to anyone who was inconvenienced by the mistakes made with the rollout of the new system. A comprehensive review of the new process is currently underway; this will continue in the weeks and months ahead.

Thank you for your patience and understanding.

Yours sincerely

**Gregory B Whitby AM**  
Executive Director  
Catholic Education  
Diocese of Parramatta