

Dear Principal

2024 Annual Report to the School Community

I am writing to you regarding your school's 2024 Annual Report to the school community.

Under Schedule 4, Clause 18 of the Education and Training Reform Regulations 2017 (Regulations), all registered Victorian schools are required to annually publish a report on the school's performance containing the information required in the Regulations.

The Victorian Registration and Qualifications Authority (VRQA) is required to collect the annual report from each school and publish it on the State Register.

Please provide a copy of your 2024 Annual Report to the VRQA by no later than **31 August 2025**. You are required to:

- provide the report in MS Word and PDF formats
- use the following naming convention **02XXXXAR2024** (where XXXX is your school's registration number)

Please email your report to vrqa.schools@education.vic.gov.au with the subject line "2024 annual report [school name]".

Further information about annual report requirements can be found on the VRQA's website at [Standards and guidelines for schools](#) and [Annual reporting obligations](#).

Should you have any questions please contact vrqa.schools@education.vic.gov.au.

Yours sincerely



STEFANIE VEAL

Chief Executive Officer (Director)
23 / 06 / 2025