



**Emmaus  
Christian  
School**

## Parent Involvement Program (PIP)

General: GEN 3-4

Access Level – Public

Updated: June 2026 | Due for Review January 2028

# Parent Involvement Policy

Prepared by:	HR & Administration Manager
Reviewed by:	Business Manager
Approved by:	Principal
Policy pertains to:	Parent and Carers of Emmaus students
Date for Review:	2028
Status	FINAL

## Version History

Version	Date	Notes
1.8	January 2023	Updated to reflect new PIP Hours
1.9	June 2026	Updated to reflect new PIP hours

## Related Emmaus Christian School Policies

- Fee Policy
- Parent Code of Conduct
- Parent, Volunteers and Visitors Policy



## Contents

Vision	4
Purpose	4
PIP Hours	4
Eligible Activities	4
Student Helpers	5
Recording PIP Hours via School Stream	5
Cost of Unfulfilled PIP Hours	5



## Vision

Emmaus exists to partner with parents, in providing a Christ-centered, Biblically-grounded and academically rigorous education, which enables students to grow in wisdom and character, to the glory of God.

## Purpose

Emmaus was established by parents and continues to value strong partnerships between home and school. The Parent Involvement Program (PIP) provides opportunities for families to contribute to the life of the School through practical service, strengthening community and supporting School programs and activities.

## PIP Hours

~~All Emmaus families are asked to volunteer a total of 10 hours during the year (5 hours per parent for separated or single parent families). Unaccompanied Resident Defence families (where one parent is posted outside of Canberra) are also eligible to request a 50% deduction of required PIP hours. Board, Committee and Staff members who are also parents complete their PIP as part of their service in those roles and are not expected to contribute any extra PIP hours.~~

~~Parents are welcome to do more hours than this.~~

Each Emmaus family is asked to contribute 10 hours of volunteer service per year through the Parent Involvement Program.

For separated or single-parent families, the requirement is 5 hours per parent.

Unaccompanied Resident Families (URF), where one parent is a member of the Australian Defence Force and is posted outside Canberra, may apply for a 50% reduction in required hours.

Board members, committee members and Emmaus staff who are also parents fulfil their PIP commitment through service in those roles and are not required to complete additional hours.

Families are welcome to contribute beyond the minimum requirement.

## Eligible Activities

Opportunities for PIP will be advertised on school stream. PIP activities may include both student-related and non-student-related volunteer opportunities. Where required, volunteers must hold the appropriate Working With Vulnerable People registration.

- Working bees
- Washing
- Committee membership
- Excursion and event support
- Reading and classroom assistance
- Catering and hospitality for School events



## Student Helpers

Students aged 15 years and over may complete approved PIP activities on behalf of their family. All such arrangements must receive prior approval from the Business Manager.

## Recording PIP Hours via School Stream

PIP hours need to be recorded via the School Stream App.

- To submit your PIP hours, please use the PIP submission form that can be found on the School Stream App.
- Please submit hours as you complete them.
- When you submit a form, you will be emailed a copy for your own records.
- Submissions close on the advertised date in November each year. We cannot accept submissions after the deadline.

## Cost of Unfulfilled PIP Hours

The School recognises that not all families are able to contribute volunteer hours. Families may elect to pay the equivalent value of outstanding hours in lieu of volunteering.

Outstanding PIP hours will be invoiced at a rate of \$50 per hour following the annual submission deadline.

PIP hours are not transferable between families. Families experiencing exceptional circumstances may apply to the Finance Manager for consideration of an exemption.

