

Child Side School Policy on Policies

Introduction

The information in this policy states the Child Side School's commitment to develop and amend policies, processes and procedures that protect and inform the staff, children and parents regarding the operational nature of the school and are in keeping with the school's mission and ethos as well as legislative and registration requirements.

Scope and Application

This policy applies to the educators, the school administration and the Governing Council. This policy will be reviewed and amended as stated.

The use of the word child/children in this policy refers to students in the context of the school environment.

Policy Statement

For any of the Child Side School policies to be significantly amended so that their intent or the practice is changed in any significant way, the educators, the school administration and the school Governing Council need to have input and discussion to the reasons behind the proposed amendments or changes or updates.

Evidence in light of the objects of the school (see Child Side Constitution) and the school mission statement, philosophy and purpose of the school need to be taken into account if any amendments are proposed, agreed upon and implemented.

Policies, Procedures and Guidelines will be systematically reviewed and updated annually, biennially and triennially. Policies will also be updated and new ones formulated on a needs basis. All policy amendments and reviews are ratified by the Governing Council. The policy contents page contains all dates for policy reviewing and ratification and when policies are due to be ratified again. Following ratification, policies are posted on the school website and internal 'S' Drive and staff and parents are notified of updated policies available. Parents are informed in the Child Side Parent Pack that policies can be accessed on the school website. Staff review ratified policies in the Staff Dialogue session following the GC meeting in which policies are ratified.

Version Management

VERSION	DATE REVIEWED	DATE RATIFIED	CHANGES MADE	AUTHOR OF CHANGES	Next Review Date
1	May 2011	22/6/2011	None		
2		27/6/2012	minor	COM	
3		18/9/2013	minor	COM	
4	Oct 2014	5/11/2014	Minor – timeframe change	KM	
5	May 2018	25/7/2018	Update format and general review	LF	
6	Dec 2022	01/03/2023	Update policy to include new processes for notifying community members of updates and locations of updated policies.	KM	Term 1 – 2024