



## The work of School Council

Council supports student learning by:

- determining the general educational policy, goals and priorities of the school within the framework of the school strategic plan and state-wide guidelines
- assisting in developing the school strategic plan
- monitoring and evaluating the performance of the school in relation to the goals and priorities in the school strategic plan, including participation in four year review processes
- reporting annually to the school community and to the Department of Education
- approving and monitoring the school budget (including school-generated funds) which needs to be consistent with school priorities
- ensuring that all monies coming into school accounts are expended for proper purposes
- making recommendations to the Secretary on the appointment of the school principal
- developing the student code of conduct, which may include the policy concerning school uniform
- employing non-teaching staff and any casual relief teachers or contracting for the provision of those services
- exercising a general oversight of the buildings and grounds and ensuring that they are kept in good order and condition
- providing for necessary cleaning and sanitation services
- overseeing the management of the Canteen, OSHC before and after care program, Uniform Shop operations
- promotion of the school and development of school community life.



## School Council Sub Committee Structure

### Education Committee

This group of parents and teachers manage the process of creating and reviewing policies which guide the work of the school and respond to government requirements and initiatives. Education committee provides a means of informing the school community about the schools approach and structure to teaching and learning.



### Finance Committee

This committee oversees the management of school finances and ensures there is good governance and responsible administration of the financial resources of the school. This committee organises the operational budget of the school, monitors revenue and expenditure and manages the resources available via government funding, parent contributions, grants, fundraising and school operations such as OSHC and Sprout.

### Community Events Team

The CET group support the life of the school by organising fundraising and social events. CET supports the ongoing work of improving the school experience of children and families through fundraising activities. The team also provides the school community with opportunities to meet socially and enjoy the company of other parents.



### Sprout Committee

This committee works in support of the canteen coordinator, workers and volunteers who are involved in this operation. The committee assists with equipment and facilities development, menu management, personnel organisation, compliance obligations and the promotion of Sprout as a focal point of our school community.

### Buildings and Grounds Committee

This group of volunteers manages maintenance of buildings and grounds works. It manages a prioritised jobs list of works and projects aimed at maintaining a safe, enjoyable and pleasing environment for children and families. The organisation of working bees is a major function along with coordinating the assistance of volunteers in support of garden work and maintenance and repair works.





### Outside School Hours Care Committee

The OSHC committee oversees the operation of the Outside School Hours Care program. It supports the program coordinator and OSHC administration office in the organisation of staff, resources and program details. The committee manages the compliance requirements of OSHC operation and receives reports concerning attendance, finance and regulatory matters.

### Junior School Council

JSC is the most important of our School Council subcommittees. Student representatives from each classroom group are elected by their peers to meet and discuss issues and ideas relevant to the children's life at school. Through the JSC meetings and their reports to School Council, children have input into the daily organisation and planning for our school community and environment.

### Grants Writing Team

This team of parents and carers search for suitable grants which will support the learning program for children and the community life of our school. We rely on school generated funds in addition to the governments funding we receive as a state school in Victoria. The grant writing team completes applications forms for grants which will enhance the school experience for children and all school community members.



**Parents wanting to be involved in any of these School Council subcommittees can contact Trevor via the office for further information. Willing workers and smiling faces always welcome!**

### 2016 School Council membership

Fiona Heathcote	President
Patrick Jomini	Vice President
Matthew Churchward	Secretary
Sam Cohen	Treasurer
Kaaren Freeman	OSHC Committee representative
Ian Wells	Buildings & Grounds
Maryam Clarkson	Community Events Team
Irene Rinaki	Sprout café & canteen
Matthew Price	Grant writing
Aaron Hemsley	SC Community representative
Hannah Reid	Assistant Principal
Trevor Bowen	Principal

Junior School Council reports are also given by student attending School Council meetings.

Dates and times for School Council meetings are published in the annual school planner and repeated in the fortnightly newsletter.

School community members who want to contact a representative from School Council can obtain contact details from the office, or view School Council member contact details on community noticeboards around the school.

