Rationale

* DET provides schools with a range of advice so that they can meet various legislative and policy requirements relating to school governance including:
* School Council arrangements
* accountability and continuous improvement activity
* archives and records keeping
* information management i.e. protecting privacy, abiding by freedom of information requirements
* home schooling (all schools and home schooling providers must be registered and meet minimum standards).
* management and maintenance of safe school premises and equipment
* management of and response to actual or threatened violence at school
* response to a range of key issues in accordance with the Department's legal position
* development and implementation of effective risk management strategies
* meeting obligations and recommended standards of behaviours when using social media tools for personal or professional purposes
* Ocupational health and safety
* The policies within the Governance section are:
* [Archives and Records Management](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/archives.aspx)
* [Home Schooling](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/homeschool.aspx)
* [Information](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/information.aspx) (Information Privacy & Freedom of Information)
* [Legal Position](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/legalops.aspx) (Fraud & Corruption, Gifts, benefits & Hospitality, Volunteers, Responding to Legal Claims, Writs & Subpoenas, School Property Damage)
* [Registration of Schools](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/registration.aspx)
* [Risk Management](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/risk.aspx) (Dangerous Goods & Hazardous Substances and Smoking Ban, Fireworks, Electrical Equipment Safety, Amusement Rides, Safe Food Handling)
* [Safety Management](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/safetymgt.aspx) (includes the policies under Risk Management
* [Safety Response](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/safetyresponse.aspx) (Security Risk Management, Accident Recording & Reporting, Restraint of a Student is covered under Discipline (Overview), Trespass, Intervention Orders)
* [School Councils](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/councils.aspx) (SC Operations, SC Meetings, SC Legal Position, SC Elections, SC Sub-committees & Working Parties)
* [School Improvement](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/accountability.aspx) Performance & Development & Framework for Improving Student Outcomes)
* [Using Social Media](http://www.education.vic.gov.au/school/principals/spag/governance/Pages/socialmedia.aspx) (Internet Use & Social Media)
* The policies within the Management section are:
* [Advertising](http://www.education.vic.gov.au/school/principals/spag/management/Pages/advertising.aspx)
* [Conducting Research](http://www.education.vic.gov.au/school/principals/spag/management/Pages/research.aspx)
* [Copyright](http://www.education.vic.gov.au/school/principals/spag/management/Pages/copyright.aspx)
* [Emergency and Critical Incident](http://www.education.vic.gov.au/school/principals/spag/management/Pages/emergency.aspx)s
* [Operations](http://www.education.vic.gov.au/school/principals/spag/management/Pages/operations.aspx)
* [Parent Payments](http://www.education.vic.gov.au/school/principals/spag/management/Pages/parentpayments.aspx)
* [Personal Devices - Parent Payments and Access](http://www.education.vic.gov.au/school/principals/spag/management/Pages/personaldev.aspx)
* [Protocols for Members of Parliament Visiting Schools](http://www.education.vic.gov.au/school/principals/spag/management/Pages/mpvisit.aspx)
* [Relationship with the Media](http://www.education.vic.gov.au/school/principals/spag/management/Pages/media.aspx)
* [School Naming](http://www.education.vic.gov.au/school/principals/spag/management/Pages/naming.aspx)
* [Student Dress Code](http://www.education.vic.gov.au/school/principals/spag/management/Pages/dresscode.aspx)

Purpose

* To ensure Charles La Trobe College is aware of the range of governance and management related policies developed by DET.
* To ensure the school complies with DET policy and guidelines.

Implementation

* Charles La Trobe College Council has developed 143 policies; please refer to the policy list.
* Please refer also to the school’s Policy Development and Review Policy.

Evaluation

This policy will be reviewed as part of the school’s three-year review cycle or if guidelines change (latest DET update late April 2017).

Ratification

This update was ratified by the College Council on 15th February, 2018.

References

[www.education.vic.gov.au/school/principals/spag/governance/pages/governance.aspx](http://www.education.vic.gov.au/school/principals/spag/governance/pages/governance.aspx)

[www.education.vic.gov.au/school/principals/spag/management/pages/management.aspx](http://www.education.vic.gov.au/school/principals/spag/management/pages/management.aspx)