Education Act 1990 Requirement

Policies and procedures for the proper governance of the school are in place.

The BOSTES’ Manual provides guidelines for this requirement at section 3.9.3
Governance Requirements

- Policies and procedures
- Conflict of interest
- Related party transactions register
- Professional learning for ‘responsible persons’
- Induction process for new ‘responsible persons’
- External independent attestation audit of annual financial statements
Responsible Persons

- The school proprietor or, if a corporation, each director or person concerned in the management of the school
- A member of the governing body of the school
- The school principal
Approved Providers and Programs

Approved providers and programs

AIS

Governance Institute of Australia

Approved providers

Australian Institute of Company Directors

CEC
3.9.3.4 – Professional learning

- minimum four hours of professional learning annually
- relevant professional learning for ‘responsible persons’ with responsibilities requiring particular qualifications, skills or expertise
- maintaining a register of professional learning and training
3.9.3.5 – Induction process

- an induction process prior to or within three months of taking up the role
- copies of: school’s policies and procedures, most recent audited financial statements and minutes of meetings of the school’s ‘responsible persons’
- maintaining and retaining a register of the induction process
Planning and Implementation in 2015

- Risk based approach for schools applying for initial or renewal of registration in 2015
- Lower risk: evidence of substantive compliance and planning for full compliance during 2015
- Higher risk: evidence of full compliance prior to determination of applications for initial registration or renewal of registration