



“We flourish as engaged bilingual global citizens who can face challenges as critical, creative thinkers. Our exemplary holistic education promotes a lifelong love of learning.”

## COMMUNICATION OF POLICY

### RATIONALE

Camberwell Primary School (CPS) policies describe the main processes, functions and operations of both the Camberwell Road campus and the Reserve Road campus. The development and review of policies is part of an agreed process to ensure that key stakeholders in our school community are part of the consultation and review process.

### POLICY

This policy is to ensure that CPS policy frames and accurately reflects our school goals, operations, initiatives whilst meeting all legislative, compliance and duty of care requirements.

### GUIDELINES

Policies describe the rationale, aims and implementation of the operations and directions of the school as a whole. The focus of all school policies must remain the needs of students and school operations. The process of considering school policies will be managed by the principal and will be a continual cycle, and will use a transparent and consultative process. All policies will use the school policy layout, meet legislative and compliance requirements, and have a designated review period.

New policies will be added and modified to reflect the growth and evolution of the new school and new programs. Policies will be developed taking into account Department of Education and Training (DET) policies, memos and circulars relating to a particular policy area. When developing a new policy, the principal will consult with appropriate personnel in order to draft the initial policy statement. The draft policy may be circulated for comment to the appropriate committee/s, to staff members, to parents, or to students before ratification by School Council if required.

Changes as a result of policy developments and / or reviews will be widely advised to students, staff and parents. Staff will be given opportunity to provide input into the policy development or review process.

A database of policies and a review schedule to provide a timeline for reviews is to be maintained.

### EVALUATION

- This policy will be reviewed regularly.
- This policy published on the school website

### RELATED LEGISLATION

Education and Training Reform Act 2006

Education and Training Reform Regulations 2007

**This policy applies to both the Camberwell Road campus and the Reserve Road campus of Camberwell Primary School**

School Name: Camberwell Primary School Camberwell Road campus and Reserve Road campus	Policy name Communication of Policy	Policy Ref. Number 1.6 VRQA	
Noted by: CPS School Council	Date: <b>July 2018</b>	Next: <b>July 2020</b>	
		Version 1.0	Page 1 of 1