



NAME OF POLICY	DECISION MAKING POLICY
<p>RATIONALE</p>	<p>At Long Street Primary School the following beliefs about decision making are held:</p> <ul style="list-style-type: none"> • Decisions are made to further the educational outcomes of students. • All groups within the school community have a right to be involved in the decision making process. The level of involvement will vary according to the issue under consideration. • Everyone has the right to freely express his/her opinion. • Good decision making requires open communication of information, adequate time for discussions and the use of all available resources. • It is necessary for everyone to know and understand the agreed procedure for decision making. • The roles and responsibilities of the various decision making groups in the school should be clearly stated and documented. • If the decision affects most people, the main decision making will be by consensus during staff meeting time or by a note sent to classes if urgent decision is needed. This means the decision is one that everyone is prepared to live with and implement, although there are different levels of individual satisfaction with it. If consensus is not achieved more than 60% majority will prevail. • All staff should be committed to, and accountable for, the implementation of decisions made collectively. • If executive decisions are made, the background and reasons for these will be communicated. • Where possible opportunities for professional development of staff, and training and development for students and parents in decision making skills will be provided. • Various sub committees representing all staff eg PAC, will formulate recommendations on school matters which will be taken to staff for discussion and ratification.
<p>PUBLICATION DATE</p>	<p>JULY 2015</p>
<p>REVIEW DATE</p>	<p>JULY 2018</p>
<p>RELATED POLICY</p>	<p>N/A</p>

Decision Making Policy

PRINCIPAL'S ROLE STATEMENT:

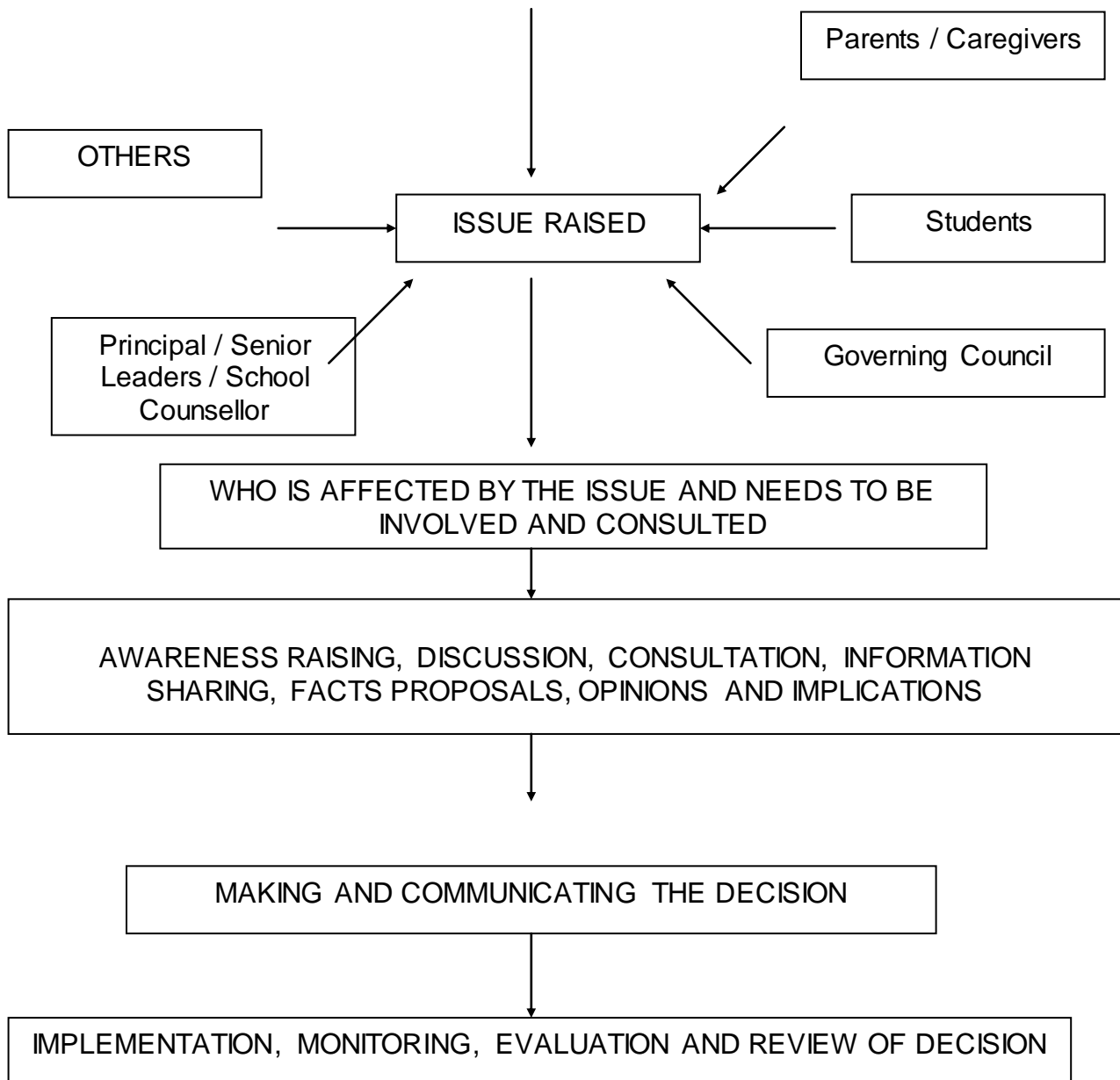
The Principal, by regulation, is ultimately responsible for decisions made in the school. This responsibility cannot be waived and the Principal must ensure that all decisions are of high quality, foster the improvement of the school, do not contravene the law and comply with DECD policies and the Education Act and Regulations.

TYPES OF DECISION MAKING

ISSUE TYPE	DECISION MAKER/S	CONSULTATION PROCESS
<p>EXECUTIVE:</p> <p>Legal requirements & DECD regulations governing Principal's duties eg.</p> <ul style="list-style-type: none"> • Suspension & expulsion • Staff performance • Crisis/ Critical Incident • Administration & Finance • WHS 	<p>Principal, Senior Leaders, Counsellor, SSO Manager and Finance officer.</p> <p>Governing Council to have some input as an advisory group.</p>	<p>Where possible consult with relevant committees, staff and those affected by the decision</p> <p>May be times of non-consultation.</p>
<p>Organisation & Management type issues eg:</p> <ul style="list-style-type: none"> • Dissemination & implementation of information eg DECD directions, curriculum • Sub School & Whole School activities 	<p>Sub committees</p>	<p>Agenda items / staff meeting</p> <p>Consultation with relevant groups represented</p>

<p>PROFESSIONAL</p> <ul style="list-style-type: none"> • Implementation of areas of study/curriculum • Implementation of school policies, classroom management & teaching strategies • Training & Development • Assessment & Reporting • Support for individual students 	<p>Teaching staff Ancillary staff WHS Rep Principal/ Senior Leaders /Counsellor</p>	<p>Consult with each other Consult with students, parents/caregivers and departmental personnel as appropriate</p>
<p>COMMUNITY & SCHOOL COUNCIL</p>	<p>Governing Council</p> <ul style="list-style-type: none"> • Sub committees of the Gov.Council with their decisions being ratified by Governing Council. • School staff as relevant 	<p>A whole school community view is obtained by consulting with families and staff members Adhoc. task groups can be established to undertake process of research, ideas & developing policies</p>

DECISION MAKING POLICY



Levels of Decision Making

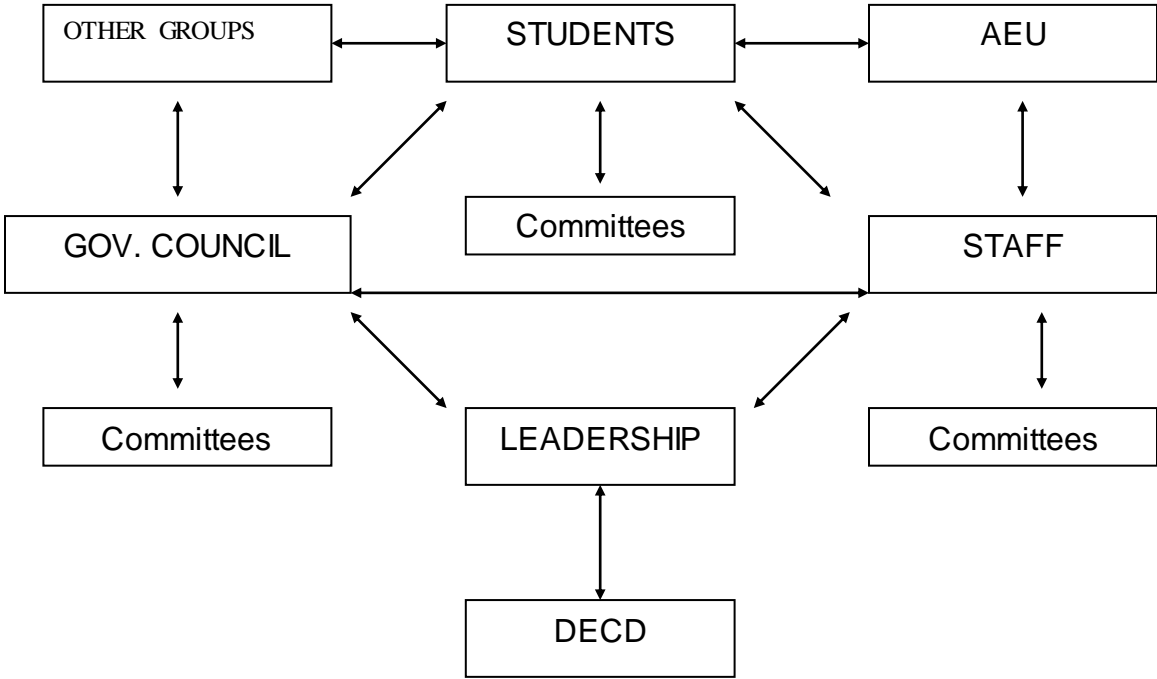
Individual – a decision is made by a person without consultation and does not directly affect others eg programming.

Consultative – a decision that affects individuals and groups eg timetable changes, room usage, is made by a person after consultation with others.

Participative – a decision is made after discussion, negotiation, well considered processes and time-lining which affect whole school policies and procedures eg change of bell times.

Delegated – a decision which is given to a group or an individual to take eg organising dates for Arts performances.

DECISION MAKING PATHWAYS



SCHOOL COUNCIL Committees	STUDENTS Committees	STAFF Committees
Canteen Grounds / Facilities Finance Parent Support Group	Student Voice Class meeting Safety Ambassadors	WHS Social P.A.C. Learning Band Teams Curriculum Support Groups Social Committee
		AEU