

# FSAC Ltd

## Board Policy 8 of 14

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# Student Management Policy

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2015

<b>Document Approval and Version Control</b>	
Version # 4.1 Last amended 27.08.2015	Approved by: FSAC Ltd Board Name: Signed: Date:
Contact Officers: Position: Manager Human Resources Name: Craig Middleton	Next Review: 04.08.2016

## 1. POLICY STATEMENT

The Board is committed to establishing safe coeducational school environments founded on the Anglican ethos and values, with the aim of spiritual awareness, scholastic attainment and personal growth and service. This Policy and affiliated procedures are designed to ensure the respectful treatment of every student in the care of the Colleges and staff members.

**Special Note: This Policy should be read in concert with Policy No. 2 Anglican Church Southern Queensland Student Protection Policy and Procedure framework which deals with matters of harm, sexual abuse or inappropriate behaviour. The Student Protection policy and procedures must be kept at the forefront when considering and implementing the contents of this policy and associated procedures. In the even that reasonable suspicions that harm, and/or sexual above has occurred or is likely to occur, the Student Protection Policy and Procedures must be followed.**

### 1.1. Principles

The Colleges' Student Management Policy is based on the following principles:

- The College regards the welfare and best interests of children in its care as a primary and paramount consideration;
- The College is committed to developing and maintaining quality procedures congruent with legislative obligations and reflecting the Colleges' values; and
- The well-being of students depends on the implementation of respect for the individual and community by Staff and Students.

### 1.2. Scope

This policy applies to the FSAC Ltd Board, staff, students and other persons associated with the Colleges (including but not limited to parents/carers, chaplains, contractors and consultants).

### 1.3. Legal Authorities

Please refer to Appendix 1 for the legal authorities which provide the basis for this policy.

### 1.4. Affiliated Authorities

Behavioural Management Procedure No. 8.1  
Allergy Management Procedure No. 8.2  
Drugs and Alcohol Procedure No. 8.3  
Flexible Student Arrangements Procedure No. 8.5  
Student/Staff Handbooks No. 8.6

## 2. ACCOUNTABILITIES

### **The Board**

The governing body of FSAC Ltd, and is therefore ultimately responsible for ensuring the proper and effective management and operation of the FSAC organisation. The Board is responsible for the overall governance of FSAC Ltd. This includes defining and monitoring the strategic direction, developing and monitoring policies, monitoring the effectiveness of the Board's and the Company's performance, and establishing control and accountability systems.

### **The Head of College**

The Head of St John's Anglican College and the Head of The Springfield Anglican College are held accountable for the effective management of their College in the same manner and to the same degree. The Heads of College are responsible to the Board for leading the Colleges

to deliver high quality curriculum and educational outcomes, excellence in teaching and learning, strong College communities and driving the agenda for building the Colleges' market growth. The Heads of College work closely with the College Councils in the management of the College. The Heads of College report to the Board through the College Council.

**Staff**

Staff are responsible for adhering to all organisational policies and procedures.

**Students**

For the purpose of this policy a student is any person enrolled in an FSAC Ltd College or registered or enrolled in any other educational institution as stated in Section 3 of the Education (General Provisions) Act 1989.

**3. POLICY  
ADMINISTRATION**

In accordance with policy development and review protocol this policy will be recorded as an authorised policy approved on the date shown on the front of this policy document.

The policy will be reviewed twelve months from the date of the approval shown herein.

Notwithstanding the schedule review, should any circumstance change materially before the 12 month review period, the policy will be immediately reviewed in order to maintain appropriate accuracy, relevance and authority.

# APPENDIX ONE

## Legal and Other Reference Material

- Civil Liability Act 2003 (Qld);
- Criminal Code Act 1899
- *Privacy Act 1998* (Cth);
- Child Protection Act 1999 (Qld);
- Child Protection Regulations 2011(Qld)
- Working with Children (Risk Management and Screening Regulation) 2011
- Education (Accreditation of Non-State Schools) Act 2001 (Qld);
- Education (Accreditation of Non-State Schools) Regulation 2001 (Qld);
- Education (General Provisions) Act 2006 (Qld);
- Education (General Provisions) Regulation 2006 (Qld);
- Education (Queensland College of Teachers) Act 2005;
- Education (Queensland College of Teachers) Regulation;
- Education and Other Legislation (Student Protection) Amendment Act 2003
- The Education and Training Legislation Amendment Act 2011
- *Work Health and Safety Act 2011 (Prevention of Workplace Harassment Advisory Standard)*;
- Anglican Church Southern Queensland Student Protection Policy and Procedures
- Grievance Management Procedure 6.4
- Staff Code of Conduct
- The College Vision, Mission and Values Statement
- Risk Register