

HACKHAM WEST CHILDREN'S CENTRE

7.3 GOVERNING COUNCIL STRUCTURE

AIM:

To appoint and maintain a Governing Council in accordance with DECD School and preschool governance policy, Governance Arrangements for Children's Centres and our centre Constitutions.

PROCEDURE:

Members:

Members will be elected in accordance with the DECD School and preschool governance policy and the centre's constitutions.

Members are required to nominate for Long Day Care and/or preschool Governing Council representation.

The council must consist of no less than five members and no more than 20 members.

Staff from both services will be represented on the Governing Council as voting members.

Members can be either parents of children attending the centre, up to 3 community members who have specific skills that will contribute the effectiveness of the Governing Council and staff. Parents must hold the majority above all other members.

Meetings:

An Annual General Meeting (AGM) will be held once a year.

A process will be held for each service to:

- Nominate for the Governing Council
- Accept the previous years minutes
- Receive reports from:
 - Chairperson's
 - Treasurer's
 - Director's

Governing Council meetings will be held no less than eight times a year, with no longer than 90 days between meetings.

Proper minutes will be kept for each meeting held and available for access by members of the centre.

EVALUATION:

This policy is viewed as working effectively when the centre is following DECD School and preschool governance policy, Governance Arrangements for Children's Centres and our centre Constitutions.

NEXT REVIEW: October 2019

SOURCES:

- DECD School and preschool governance policy 2017
- DECD Governance Arrangements for Children's Centres 2015
- Hackham West Children's Centre Preschool and Child Care Constitutions 2006