

ELOUERA ASSOCIATION LTD

Elouera Special School - Responsible Persons Policy

POLICY

This policy applies to the Board Members of the Elouera Association, the Chief Executive Officer, Operations Manager and the Elouera Special School Head Teacher.

Elected Board members and employed staff covered by this Policy shall be a fit and proper person. For the purposes of this Policy we define a “fit and proper person ” as not :-

- ever been convicted of an offence against a law of an Australian state or territory or the Commonwealth of Australia
- ever become bankrupt, insolvent or placed under external administration
- been convicted of, or charged with, an offence, including an offence in relation to children, dishonesty or violence
- ever been determined not to be a fit and proper person as prescribed under any law of an Australian state or territory or Australian Commonwealth
- ever engaged in a deliberate pattern of immoral or unethical behaviour
- been a ‘responsible person’ for a non-government school or proposed non- government school where registration was refused or cancelled

and

- meets the organisations Code of Conduct and Ethics
- Has no outstanding debts to any Australian State, Territory or Federal Government.
- does not show a pattern of repeat offending, immoral or unethical behaviour
- does not show a disregard for authority and the rules.
- Has not been found to be in breach of company law
- Is not a prohibited person under the Child Protection Act.

In all cases the principals of procedural fairness will be adhered to and breaches of a minor or trivial nature may not mean that a person is not a fit and proper person.

All new Board Members will be asked to sign a statutory declaration that they are a fit and proper person which is part of the nomination process. This then becomes an annual declaration. The interviewing and recruitment process of new staff will aim to determine this.

At the beginning of each Board Meeting, members will be asked to declare conflicts of interest and changes in circumstances. Any Board member who finds themselves in a situation where their Character could be in question should declare this at this time or before the meeting to the Chairperson. It will be the decision of the Board if the person be allowed to stay, suspended or removed from the Board in accordance with the Constitution.

Staff found to be in a position where their no longer a fit and proper person will be dealt with in accordance with disciplinary policies.

The Chief Executive Officer will notify NESAs via RANGS Online the details of and changes to the schools Responsible Persons.