

## PLANNING REPORTING AND ADMINISTRATION

2022 NAG 2: Communication

REVIEWED: MARCH 2022

### COMMUNITY CONSULTATION

#### *Community Consultation*

**Definition: The Court of Appeal has defined consultation as follows:**

“Consultation must be allowed sufficient time and genuine effort must be made. It is to be a reality, not a charade .... To consult is not merely to tell or present.... Consultation involves the statement of a proposal not yet finally decided upon, listening to what others have to say, considering their responses and then deciding what will be done. Implicit in the concept is a requirement that the party consulted will be adequately informed so as to be able to make intelligent and useful responses”.

#### **Purpose**

##### **On important issues the Board will:**

- communicate with the school community at an early stage in the decision making process;
- consult with the school community, taking the initiative, stimulating interest and encouraging participation;
- consider the opinions of the school community in making its decisions; and
- communicate and explain its decisions.

A sub-committee of the Board may be appointed to oversee the process of consultation as a major responsibility.

The effort and resources applied to consultation should reflect the importance of the issue. For example, most consultation will be at a simple level utilising the committee structure of the Board and the Board newsletter. From time to time, when key issues arise, the Board may initiate a more thorough consultation process.

“Cluster meetings” for the parents and caregivers may be organised by the Board to facilitate consultation on the overall effectiveness of the School. These meetings will have specific frameworks and run to an Agenda published before the meetings.

A report on these meetings, any actions initiated, will be made available to the community within a reasonable time frame. All Board members will participate in these meetings.

The dates of Board meetings, important issues to be discussed and decisions reached are to be published.

If the Board proposes to co-opt a new member it will publicise the preferred skills, qualifications or background and invite (by notice in the newsletter) volunteers and suggestions from the school community before making an appointment.

When a new Principal is to be appointed the school community will be consulted as to the criteria the Board should adopt in making the appointment.

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If a group from the school community is concerned about a particular issue they may request the Board to carry out full consultation.

The process of consultation will be reviewed and evaluated by the Board. The ***Board are not bound by the results of any consultation.*** They will use the information available to them to make the best decision. The Board endeavours;

1. To keep caregivers informed.
2. To keep staff informed.
3. To get caregivers' feedback.
4. To promote a sense of community and unity.
5. To use community resources wisely.
6. To ensure that ethnic/minority groups are included.

#### Procedures

1. Regular newsletters from the School & Board will be sent home with each child, or made available through a variety of media. For example Facebook (being phased out over 2021) Educa, or email.
2. The Charter Plan is updated every three years. Charter Management goals are updated and developed each year.
3. Meetings of caregivers are held as the need arises, or as requested by either the school or community.
4. Helpers of the School form a bridge between the community and the School.