



Decision Making Policy

August 2022

Purpose:

Effective schools are made when all members work towards a common understanding or goal. At Kalangadoo Primary School, we want all staff, students and parents, to have their opinions heard. All community members have the right to be involved in the decision making process, using the appropriate process and forum.

Principles:

- Good decision making requires respect, honesty and inclusion
- Any person has the right to raise an issue for consideration
- Effective decision making requires the correct process to be followed
- Clear communication of knowledge is key.
- All people, who are affected by the decision, should be involved in the decision making process, with sufficient time given for the process to be followed and may submit views via a proxy.
- Decision should be made by consensus, which is 50% +1.
- All decisions are to be recorded and communicated as soon as practical.
- Once a decision has been made, all community members are responsible to enact the decision.

Types of Decisions:

Non Consultative	Consultative		
<i>DfE or Principal</i>	<i>PAC (Teachers)</i>	<i>Governing Council (Parents)</i>	<i>Students</i>
E.g. <ul style="list-style-type: none"> • Behaviour Support • WHS • Under Performance • Duty of care • Staffing 	E.g. <ul style="list-style-type: none"> • Timetables or rosters • Work load • Student Transitions • End of term matters 	E.g. <ul style="list-style-type: none"> • School improvement • Fundraising • Decision that effect families • School policies 	E.g. <ul style="list-style-type: none"> • School improvement • Fundraising • Class and school organisation

Decision Making Process:

1. Put forward the issue to the correct forum
2. Gather Information and share with appropriate people
3. Discuss issue
4. Put decision forward
5. Gain consensus
6. Make an agreement going forward
7. Action the decision
8. Publish the decision
9. Monitor the decision

Where school community members feel that the process or result has been unfair, the grievance process is to be followed.