



Whakatane Intermediate School Board of Trustees

POLICY FILE

- Policies, by definition, are the means of governance and are therefore the direct responsibility of the Board. Policies are statements of key expectations. While the Board may choose to delegate the drafting of policies, it is the Board that finally approves and adopts them. Policies are distinct from **management procedures** which are the responsibility of the principal, senior management and staff. Management procedures are often a necessary adjunct to board policies - they set out what will be done to ensure that the Board's policy expectations are achieved.
- Policies are a key reference for school self-review, each policy being reviewed within a 3 year cycle which matches the Board's term of office. Management procedures need not be reviewed in such a manner by the Board. Rather, they are evaluated and revised from time to time as considered necessary by Management.
- The revised policy folio seeks to refine the list of policies that the board operates and their contents. The revised policies are formatted in a style suited for self-review. New policy drafts are intended as a starting point to facilitate the adoption process.

- ❑ Community Communications, Consultation and Reporting
- ❑ Concerns and Complaints
- ❑ Delegations
- ❑ Equal Employment Opportunities
- ❑ Education Outside the Classroom
- ❑ Finance
- ❑ Good Employer
- ❑ Health and Safety
- ❑ Maori Achievement
- ❑ Principal Remuneration
- ❑ Privacy of Information
- ❑ Property
- ❑ Sexual Harassment
- ❑ Smokefree Environment
- ❑ Staff Appointments & Unit Allocations
- ❑ Staff Appraisal & Development
- ❑ Staff Leave
- ❑ Student Abuse Prevention
- ❑ Student Attendance
- ❑ Student Behaviour