

*Board Policy for
Delegation of Authority*



ST ANDREWS
CHRISTIAN COLLEGE

INSPIRED BY
FAITH

DISTINGUISHED BY
CHARACTER

LEADERS BY
INFLUENCE



Board Policy for Delegation of Authority

PREAMBLE

All policy, protocols and procedures flow from the St Andrews Christian College Mission Statement:

“To educate our students so that they are well skilled, understand life on the basis of biblical truth, and are motivated to walk with God and serve Him in their lives, so that they will be a positive Christian influence in the world.”

POLICY DOCUMENT INFORMATION

TITLE: Board Policy for Delegation of Authority

AUTHORS: James Bligh

ACKNOWLEDGEMENTS:

PURPOSE: To provide policy and direction for all the College Community.

RELATED DOCUMENTS:

KEY DATES

ISSUE DATE: April 2011

REVIEWED AND APPROVED: August 2016

SCHEDULED REVIEW DATE: August 2017



1. OBJECTIVE

To define the specific circumstances where the authority of the Board may be delegated to an individual or a group and how this delegation should be decided and recorded.

2. GENERAL PRINCIPLES

- The responsibilities and powers of the Board are defined by the Constitution and relevant State and Federal legislation. While the Board may delegate this authority this does not remove the responsibility of the Board to ensure that all functions and duties of the Board are appropriately executed.
- The delegations laid down in this policy are made at the discretion of the Board and may be revoked, permanently or temporarily by the Board.

3. DELEGATION OF AUTHORITY TO THE PRINCIPAL — (Article 52)

The Board employs the Principal of the College explicitly to manage the operations of the College. To ensure the Principal has the authority required to perform this function the Board delegates the following functions to the Principal:

- The employment and management of all College staff.
- The management of student enrolments.
- The financial management of the College.
- Capital expenditure and project management in line with the strategic plan defined by the Board.
- Management and maintenance of the facilities and assets of the College.
- The definition and certification of College policies and procedures.
- The curriculum and teaching methodologies employed by the College in line with the strategic plan defined by the Board.
- Management of the registration and legal compliance of the College.
- Responsibility for the implementation of the Occupational Health and Safety Policy.

As a consequence of this delegation the Principal is responsible for reporting to the Board on the operational activities of the College and the Board is responsible for ensuring the College operations are being managed effectively.

4. BUSINESS MANAGER

The Board has by resolution appointed the College's Business Manager to be the Public Officer of The Presbyterian School of St Andrews Limited, ACN 006 044 122 in respect of dealings with the Australian Tax Office (ATO).