

## Roles and responsibilities of the principal and the school council

Understanding the functional split between school councils and principals is critical for the effective functioning of the school council. The school council has a governance role and the principal manages the school and is responsible for ensuring the delivery of a comprehensive education program to all students. The following table shows, for each area of school activity, the roles and responsibilities of the council and the principal.

Area of activity	The principal ...	The school council ...
<b>Curriculum</b>	<ul style="list-style-type: none"> <li>• leads development of teaching and learning programs</li> <li>• determines teacher, subject and time allocations; timetable; class sizes; and structures</li> </ul>	<ul style="list-style-type: none"> <li>• develops the broad direction and vision for the school using guidelines provided by the Department</li> </ul>
<b>Student management</b>	<ul style="list-style-type: none"> <li>• develops a student engagement policy in consultation with school community</li> <li>• implements the student engagement and dress code policies</li> <li>• considers and, where appropriate, grants exemptions to dress code</li> <li>• manages all matters of student wellbeing, discipline and academic progress</li> </ul>	<ul style="list-style-type: none"> <li>• develops a student dress code policy</li> <li>• consults with the school community before adopting changes to the policy</li> </ul>
<b>Staff employment and management</b>	<ul style="list-style-type: none"> <li>• is responsible (as delegate of the Secretary to the Department) for the employment and management of persons in the Teaching Service (including non-teaching staff)</li> </ul>	<ul style="list-style-type: none"> <li>• approves employment of some staff e.g. casual</li> <li>• replacement teachers, canteen staff</li> <li>• recommends to the Secretary to the Department the appointment of a principal</li> </ul>
<b>Buildings and grounds</b>	<ul style="list-style-type: none"> <li>• oversees maintenance of all facilities</li> <li>• monitors implementation of contracts</li> </ul>	<ul style="list-style-type: none"> <li>• oversees school cleaning and in regional areas, enters into contracts for school cleaning</li> <li>• enters into contracts for building and grounds improvements</li> </ul>
<b>Child Safe Standards</b>	<ul style="list-style-type: none"> <li>• implements these policies</li> </ul>	<ul style="list-style-type: none"> <li>• develops policies as required by the Child Safe Standards</li> <li>• reviews existing contracts and ensures future contracts address the requirements of the Child Safe Standards</li> </ul>