



Our Lady of the Assumption

Parish Primary School Cheltenham

Our Lady of the Assumption Primary School Advisory Board (OSAC) OSAC Membership Nomination Request

Dear OLA Families

Your school School Advisory Council (OSAC) meets regularly to discuss ways to practically improve the school and to work on school strategies and projects.

OSAC are now calling for member nominations to fill current vacancies. We encourage all parents to consider nominating for one of these important posts. Please note OSAC Membership is purely voluntary and is for a three year term.

ROLE OF OSAC

The School Advisory Council exists to provide a representative structure and actively contributes to the growth and development of the school via:

1. The identification of improvement initiatives
2. Discussion and debate around initiatives (to determine true commercial and impact viability) including but not limited to school policy, strategy, planning and action
3. Identification of initiative funding options
4. Act as a sounding board to Richard Jacques and his team and provide commercial and insightful feedback on ideas and initiatives including support and services covering improvements and issue resolution
5. Reduce Richard's workload by assisting with commercial elements of the school's administration (ie commercial contract assessments, supplier identification, price comparison and recommendation provision)
6. Champion and execute selected initiatives.

MEETINGS

- Approximately 8 meetings per year with additional meetings as required for subcommittee work
- Scheduled at monthly intervals during school terms
- Held on a Monday evening from 7.30 pm-9.00 pm in the Community Hub

PRIORITIES FOR THE BOARD

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| ● Child Safety | ● Health and safety | ● Enhanced parish community interaction |
| ● Ongoing building refinements | ● Branding & marketing | ● Skills bank |
| ● Sustainability initiatives | ● Website | ● Subcommittees |
| ● IT & Digital Technologies | ● Maintenance and works | ● Continuous improvement |
| ● Cyber safety | ● Landscaping | ● Review supplier contracts |
| ● Road safety | ● Corporate/grant fund raising | ● Other business |

APPLICATION PROCESS

Please send an email to Richard Jacques (Principal) on principal@olacheltenham.catholic.edu.au stating your wish to nominate for a seat on the School Advisory Council and a brief outline of your background and areas of interest. Please remember to include contact details in your email. We will consider all applications and the successful candidates will be invited to attend the last School Advisory Council meeting of the year on Monday 17 November at 7.30pm.

APPLICATION CLOSING DATE

Friday 31 October 2025

The School Advisory Council provides an excellent opportunity for you to contribute to the children's educational outcomes and offers a forum enabling you to have your say on the direction of your school. We strongly encourage you to consider this wonderful opportunity to make a difference.