



St Patrick's College is an independent Years 7-12 Catholic girls' school in the Good Samaritan tradition in Campbelltown. The College Vision "empowers young women through holistic education to be independent and resilient lifelong learners who are engaged in working for a just society".

St Patrick's College policies are developed to ensure that young women are engaged in a vibrant and inclusive faith community that supports their learning and wellbeing within a safe, well-resourced and dynamic environment.

St Patrick's College has reporting obligations to a number of statutory bodies to meet its compliance and regulatory requirements. The College also has responsibilities to communicate with various interested stakeholders to ensure that it fulfils its vision and mission to those in its community.

ACNC	Australian Charities and Not-for-profits Commission requires the submission of the annual financial report and the changes in Directors on the College Board by the Company Secretary.
Company Members	Company Members are the shareholders of the company who receive copies of all the Board papers and the quarterly financial report on the College that is submitted to Good Samaritan Education. Company Members receive the AGM report and the College budget at the stewardship meeting in the year prior to the budget.
CSNSW	Catholic School NSW requires an annual submission of census data and submission for non-recurrent grants.
DESE	Department of Education, Skills and Employment requires an annual submission of census data and addresses of students enrolled at the College.
GSE	Good Samaritan Education requires an annual report at the AGM and a Bishops report identifying the Catholic activities and culture of the College. A quarterly financial report is submitted on the financial progress of the College.
NCCD	Nationally Consistent Collection of Data requires an annual submission to CSNSW of the classification of students with disability and the evidence of



NESA

NSW Education Standards Authority requires notification regarding 'responsible persons', application for renewal of Registration and Accreditation, change in Principal, change in College name and significant turnover of staff or changes in circumstances, change in College address, and breaches in legislation.
The College completes the annual report, which must be submitted to NESA and uploaded on the College website by 30 June in the following year.

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Where the refusal to register, or cancellation of registration, of any school under Section 56 or 59 of the *NSW Education Act 1990* in the five years prior to application for registration is largely attributable to the actions of a 'responsible person';

Where a 'responsible person' is convicted of an offence punishable by imprisonment for 12 months or more;

Where a 'responsible person' becomes bankrupt, applies to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounds with his or her creditors or makes an assignment of his or her remuneration for their benefit;

Where a 'responsible person' being a corporation is the subject of a winding up order or has had a controller or administrator appointed;

Where a 'responsible person' becomes a mentally incapacitated person and becomes a patient at an institution because of that incapacity, the Principal will notify the superintendent of the institution of the need to notify NESAs and at least one other 'responsible person' as soon as practicable;

Where a 'responsible person' becomes a mentally incapacitated person because of being a protected person under the *Protected Estates Act 1983*, the Principal will notify the Protective Commissioner of the need to notify NESAs and at least one other 'responsible person' as soon as practicable;

The Principal will notify NESAs regarding any changes which may impact on requirements for Registration and Accreditation;

Where notification needs to be made of the Principal, the Chair of the Board will notify NESAs and the Minister;

At least three months prior to the proposed relocation of the College to new premises, except where the relocation is due to damage to the College or cutting of access to the College;

Where the existing College's proprietor changes its name or contact details, NESAs must be notified within one month of the change;

Within seven days where the College's proprietor changes;

Where the College has been notified in writing of a breach of any of the following legislation. Such notification must be provided to the Board within 14 working days of the formal no



Within one month of an increase in the scope of College curriculum by teaching one or more courses in a KLA from which it has not previously taught any courses;
If the contract or arrangement with the College's external auditor is terminated by the College or the external auditor prior to the expiry of the term of the contract;
At least nine months prior to the projected implementation date of a modification of outcomes for part of a NESAsyllabus;
At least nine months prior to delivering all or a significant part of students' courses by distance education;
At least three months prior to adding another campus;
If the College undergoes, or plans to undergo, any change of a prescribed kind in the circumstances of its operation;
Where the College intends to provide regular overnight accommodation for students at the school at least nine months prior to the intended date of initial provision of such facilities;
Where the destination of a student below 17 years if unknown, notification is made to the Department of Education.

Notify parents in writing if Registration or Accreditation is determined provisional or cancelled by NESAs.

Conduct regular meetings with the P&F Association and Alumni Association and provide a report to each association at the meeting.

Conduct regular briefings with staff.

Conduct regular teaching staff and support staff meetings which are scheduled on the College calendar.

Regular meetings of year groups will be scheduled.

Regular meetings of KLA, Year teams and the combined coordinator teams will be scheduled on the College calendar.

A College assembly will be held during the timetabled school day twice per term.

The College newsletter will be distributed once per fortnight.

The College social media applications are used to inform the community and showcase the College.

The parent portal is available for parents.

Information evenings for parents and students will be held at critical stages.

The College will host tours for prospective or current parents.

The College will host events that enable parents and other community members to visit and build connections with the community.

Student formal academic and progress reports are published twice per year and will comply with statutory reporting requirements.

Formal parent/teacher/student interviews are conducted twice per year for each year group.

Parents are given the opportunity to contact teachers