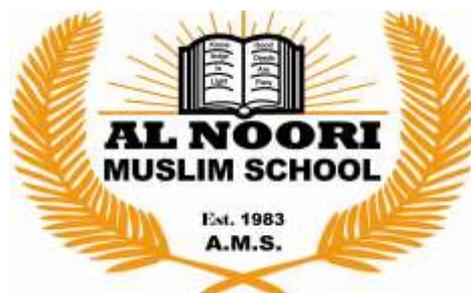


AL NOORI MUSLIM SCHOOL



# Responsible Person School Policy

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Policies & Documents

**Year 2016**

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## Introduction:

### Responsible Person:

A key objective of the School is that the legal requirements and liabilities of each responsible person for the School are clearly defined and understood. These standards are similar to those applying to members of other public boards and corporations.

A responsible person for the School as defined by the Education Act and the BOSTES handbook is:

- The proprietor of the School and, if the proprietor is a corporation, each director or person concerned in the management of the School, or
- A member of the governing body of the School, or
- The principal of the School.

### Policy - General:

1. At the beginning of each school year each responsible person for the School should sign a declaration that:
  - i. They are not a 'disqualified person' who is no longer permitted to act as Director;
  - ii. They are not bankrupt or insolvent;
  - iii. Any refusal to register; or cancellation of registration of the School or any other school, during the previous five years, has not been largely attributable to their actions;
  - iv. They have not been convicted of an offence that is punishable by imprisonment for 12 months or more;
  - v. They have not become mentally incapacitated and a patient at an institution because of that incapacity or a protected person under the *NSW Trustee and Guardian Act 2009*;
  - vi. They are not a 'disqualified person', as defined by the *Child Protection (Working with Children) Act 2012*, have been refused a Working with Children Check Clearance (Clearance), had a Clearance cancelled, subjected to an interim bar or a bar from working with children or subject to a risk assessment in accordance with the *Child Protection (Working with Children) Act 2012*; and
  - vii. They will declare any personal interest or conflict of interest in relation to their position as a responsible person for the School.

Together these are the Required Matters ("Required Matters"). In the event that any responsible person cannot give the necessary declaration of the Required Matters, the Chairperson shall inform BOSTES within 14 days.

2. At the beginning of each School Board meeting the Chairperson will ask all Board members and the Principal of the School whether they have anything to declare as a responsible person for the School in relation to the Required Matters.

### **Declaration:**

#### **Declaration to be signed by all school council members and the school principal.**

In accordance with the *Education Act 1990* (NSW) as amended by the *Education Amendment (Not-for-profit Non-Government School Funding) Act 2014* (NSW), I declare that:

1. I am not a 'disqualified person' who is no longer permitted to act as a Director;
2. I am not bankrupt or insolvent;
3. Any refusal to register, or cancellation of registration of the school or any other school, during the previous five years, has not been largely attributed to my actions;
4. I have not been convicted of an offence that is punishable by imprisonment for 12 months or more;
5. I have not become mentally incapacitated and a patient at an institution because of that incapacity or a protected person under the *NSW Trustee and Guardian Act 2009*;
6. I am not a 'disqualified person', as defined by the *Child Protection (Working with Children) Act 2012*, I have not been refused a Working with Children Check Clearance (Clearance), or had a Clearance cancelled, or subjected to an interim bar or a bar from working with children or subject, to the best of my knowledge, a risk assessment in accordance with the *Child Protection (Working with Children) Act 2012*; and
7. I will declare any personal interest or conflict of interest (actual, perceived or potential) in relation to my position as a responsible person for the School.

Signed:

\_\_\_\_\_

Name

(Print):

\_\_\_\_\_

Date:

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