Decisions are made by all members of the school community utilising the following structures and procedures:

**DECS STRATEGIC PLAN**

- **SITE PLAN**
  - parents/caregivers
  - staff
  - students

**Staff Meeting (weekly)**
- Staff Roles & Responsibilities (see List)
- Implementation of Site Plan: Regular staff meetings each term devoted to aspects of Site Plan.
- Sharing, inquiring, planning & recording for the Annual Report.
- Reviewing policies.

**SRC (Student Representatives Committee)**
- consenting of 2 representatives from each committee (Yr 6/7 where possible)
- (4/5 meetings each term)

**Governing Council**
- 2 meetings each term

**Canteen**

**Grounds**

**Catering**

**Finance**

**Specific working parties**

**What is the concern or need?**

**Who will be involved and/or affected?**

**Gather & process information**

**Select a process pathway**

**Communicate with relevant individuals/groups**

**Take action to achieve the goal**

**Review**

**Grievance? See policy**

When making decisions consider links with other individuals & groups in the school following the process below: