



Colo Heights Public School

Small Schools Learning Community

Policy Statement

Last revision: 2005

Rationale

Hawkesbury Small Schools learning Community is a committed, collective group of small School Principals and staff, who work together to represent the interests and needs of small schools. This policy is designed to streamline the administrative processes and curriculum targets that are common to all schools.

Aims

- To ensure continuity of events and administration between the Hawkesbury Small School Network
- To develop and maintain systems and procedures to cater to the needs of the Small School Principal / Executive Staff and the school.
- Streamline organisational and event procedures for all Small School Principals and Executives.
- To create a communication and support network between the Hawkesbury Small School staff, Executive and Principals.

Implementation Strategies

- Hawkesbury Small Schools Principals' meeting organised each term on a specific week and day.
- Meeting agendas organised to meet the immediate needs of Small Schools and the Professional Development of Small Schools.
- Create the opportunities for Network meetings to determine and set agenda through policy/network days.
- Allocate Small School Principals to organise particular days including debating, public speaking, Gala Sport Days and Gifted and Talented days.

Office Bearers

- President
- Secretary
- Treasurer
- Primary Principals Association Small School Representative
- Merit Selection Representative
- Sport Gala Day Organiser
- Teacher's Federation Representative
- Primary School Sport Association Representative
- Professional Learning Representative and Organiser

Organisation Procedures

- This policy aims to present new and existing Principal's with an overview of the activities, responsibilities and commitments that are provided by the Hawkesbury small Schools Learning Community.

- Supporting this policy are the duties and rosters provided to the Hawkesbury Small Schools Learning Community to implement these roles and responsibilities outlined in the timeframe. Supporting documents are provided at initial network meetings term 1.

Hawkesbury Small School Learning Community Annual Timeline

Term	Timeline	Event
1	Week 3/4	Hawkesbury Small Schools Swimming Carnival
	Week 5 Tuesday	Hawkesbury Small Schools Network Meeting and dinner
2	Week 1 Day 1	Hawkesbury Small Schools CPR/EAR Training
	Week 3/4	Hawkesbury Small Schools Cross Country Carnival
	Week 5 Tuesday	Hawkesbury Small Schools Network Meeting and dinner
	Week 8 Friday	Hawkesbury Small Schools Sport Gala Day
		Hawkesbury Small Schools Camp – Term 2 or 3
3	Week 1 Day 1	Hawkesbury SEA Professional Learning Experience
	Week 4 Wed & Fri.	Hawkesbury Small Schools Athletics Carnival
	Week 5 Tuesday	Hawkesbury Small Schools Network Meeting
	Week 8 Friday	Hawkesbury Small Schools Principal Policy writing day
	Week 9	Hawkesbury Small Schools Public Speaking/Debating Competition
4	Tuesday Week 5	Hawkesbury Small Schools Network Meeting