



## WRITING AND REVIEWING POLICIES POLICY

### RATIONALE:

The Wesley College Trust Board wishes to establish policies for good governance and to put in place a review procedure for these policies once they are adopted by the Board.

1. The Policy Committee, at the request of the Board, shall be responsible for the preparation of draft Trust Board policies.
2. The Policy Committee may co-opt other Board members to assist in policy development.
3. The principal shall be a member of the Policy Committee
4. Draft policies should be presented to the Board at least one month prior to the planned formal adoption of the policy.
5. The Policy Committee shall be responsible for ensuring that policies are reviewed prior to their review date.
6. In order to facilitate consultation with the community and stake holders, all policies shall be posted on the College website, and parents/guardians will be advised when policies are due for review and opportunity given for comment/feedback.
7. The Principal shall report on the implementation of policies.
8. Where appropriate the Wesley College Trust Board will work to establish common policies.

These guidelines were adopted by the Wesley College Trust Board on

26 November 2018.

These guidelines will be reviewed on or before 30 November 2023.

Signed: \_\_\_\_\_

Chairperson