

***South Otago Kindergartens***

**Governance Policy**

SECTION TWO (BOARD)

**References:**

* **Education (Early Childhood Centres) Regulations 2008: Reg 47 1 and 2.**

**Rationale**

The Board of Trustees is entrusted to work on behalf of the stakeholders in a strategic role in the governance of the kindergartens, ensuring legal and policy compliance requirements are met in a structured and timely fashion.

**Purpose**

* The focus of all decision making is improving learning outcomes for our children
* To ensure the Board’ policies, planning and decision making procedures and structures are regularly reviewed
* The Board regularly uses the outcomes of these reviews to improve policies, procedures and structures.
* The Board continues to set strategic directions and long term plans and monitors the BoT’s progress against them

**Guidelines**

* The Board is committed to **ethical conduct** in all areas of its responsibility and authority.
* Trustees are guided by the South Otago Kindergartens Board Code of Behaviour
* A review of Board member’s **roles and responsibilities** will take place annually when going through the induction process. The basis shall be this Policy, Board member and Chairperson’s position descriptions and the Code of Behaviour
* A review of the Board’s **meeting processes and procedures** shall take place regularly to determine
* The degree to which they have met their objective
* How effectively outcomes have been implemented
* That governance is performed with the Treaty of Waitangi in mind
* **Consultation** with the community and staff of the Kindergartens shall occur on Board identified priorities.
* Board decisions and priorities will be regularly **communicated** to the community and staff
* The Board will be informed of curriculum delivery and strategic results through the **Senior Teacher** at each meeting and presentations by the individual kindergartens at the AGM
* **Board Policies** will be reviewed to ensure their relevance and compliance with regulations
* **Results from reviews** and consultations will be used to identify possible changes to improve policies, procedures and structures.

**Procedures relating to this policy**

* Board code of behaviour
* Board review of governance
* Chairpersons role
* Committees and delegations
* Conflict of Interest
* Enrolment, waiting list, transfers and leave
* Management procedure
* Meetings and Conferences
* Property and Equipment
* Public attending board meetings
* Reduction in rolls
* Staff Representative role

**Adopted: Term 3 2021**

**Review Date: Term 2 2022**