

## DOBCEL Policy Implementation and Timeline

On January 1st 2021, the DOBCEL Board received endorsement from VRQA to govern 56 schools within the Diocese. The VRQA requires all DOBCEL Schools to implement the policies and procedures (as listed) by mid 2021. All policies have also been ratified by staff from CECV and implementation will ensure consistency across all DOBCEL schools.

CEB acknowledges that the timeline is less than optimal, however, it will be necessary to ensure that DOBCEL meets its requirements to VRQA.

To support schools in this process:

1. On the date as shown below the Newsletter will indicate that the policies as listed will be available on eSORT.
2. Attached to the Newsletter will be a summary of the changes (if applicable) and the procedures required of schools for implementation. The summary sheet will also indicate the responsible CEB contact person, if there are any further queries relating to the policy.
3. Also attached to the Newsletter will be a brief video/overview explaining the requirements.
4. There will be an opportunity for a Q&A Session (date and time will be advertised).
5. We encourage you to share this information with relevant staff members to assist in implementing the DOBCEL Policy and Procedure

Schools will have two weeks to implement the policies from the date that they are detailed on the Newsletter.

It is advised that Principals outline this process to School Advisory Councils (SAC). The SAC can be engaged in the implementation process, however the SAC will no longer need to write or review policies.

CEB staff can support small schools – if support is required please contact your Education Consultant.

Please also note that once all policies have been implemented (mid June) that a policy review process will be outlined to ensure that all future policies and procedures are reviewed in a timely manner. This will include a consultation process and school representatives will have an opportunity to contribute. However, as the regulators (VRQA, Vic Gov't) make changes, we will need to comply. Therefore, there may be some changes that flow through, such as the introduction of the Information Sharing Scheme.

For any matters concerning the VRQA or implementation process please contact:  
Julie Duynhoven, Ange Jones or Sandra Harvey.

## Policy Implementation Timeline

10 February	DOBCEL Child Safe Governance Policy and Procedures
	DOBCEL Safeguarding Children and Young People Code of Conduct
	DOBCEL Child Safe School Policy and Template
	DOBCEL PROTECT: Reporting and Responding Obligations Policy
	DOBCEL PROTECT Reporting and Responding Obligations for Schools
	DOBCEL Reportable Conduct Scheme Policy
	DOBCEL Child Safe Risk Management
	DOBCEL Student Empowerment and Participation Policy
	DOBCEL School Guidelines for Police and DHHS Interviews
	Additional Child Safe Resources
24 February	DOBCEL Pastoral Care and Well Being
	DOBCEL Anaphylaxis Policy and Procedure
	DOBCEL Asthma Management Policy
	DOBCEL Attendance Policy
	DOBCEL Communication Policy
	DOBCEL Emergency and Critical Incident Management Policy and Procedures
	DOBCEL First Aid and Infection Control Policy and Procedures
	DOBCEL Digital Technologies
	DOBCEL Occupational Health and Safety Policy and Procedures
	DOBCEL Supervision of Students
	DOBCEL SAC Terms of Reference and Guidelines
17 March	DOBCEL OHS Consultation & Communication
24 March	DOBCEL Financial Oversight Policy and Procedures
	DOBCEL Capital Investment School Procedures
	DOBCEL Credit Card Policy
	DOBCEL General Recurrent Grant Distribution Policy and Procedures
	DOBCEL Remote Schools Incentive Policy
	DOBCEL External Financial Audit Policy and Procedures
	DOBCEL Procurement and Purchasing Policy and Procedures
21 April	DOBCEL Risk Management
	DOBCEL Complaints Management Policy and Procedure
	DOBCEL Employee Grievances Policy and Procedure
	DOBCEL Prevention Bullying, Harassment and Discrimination Policy and Procedure
5 May	DOBCEL Learning and Teaching Policy and Procedures
	DOBCEL Assessment and Reporting Policy and Procedures
	DOBCEL School Improvement Policy and Procedures
	DOBCEL Relationships and Sexuality Education Policy
	DOBCEL School Improvement Policy and Handbook
	DOBCEL Attendance Policy and Procedures
	DOBCEL Suspension and Expulsion Policy
2 June	DOBCEL Fraud Prevention and Reporting Policy and Procedures
	DOBCEL Portable Classroom Policy
	DOBCEL Modern Anti-Slavery Policy and Procedures
	DOBCEL Supplementary Capital Fund Policy and Procedures
	DOBCEL School Fundraising Policy and Procedures
	DOBCEL Behaviour Management Policy
	DOBCEL Related Parties Transaction
	DOBCEL Conflict of Interest
	DOBCEL Declaration of Fit and Proper Person
	DOBCEL VIT Registration and Register Policy
	DOBCEL Camps and Excursions Policy
16 June	DOBCEL Standing Committee
	DOBCEL Board Governance Documentation
30 June	DOBCEL Performance and Development Policy
	DOBCEL Statement of Vision and Philosophy

\* Release dates to be advised for the *Enrolment Policy*, *School Fee Policy* and *Motor Vehicle Policy*