



ST MARY'S COPTIC ORTHODOX COLLEGE

1.5 SCHOOL DEVELOPMENT PLAN & POLICY DOCUMENTATION

2011 - 2013

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ST MARY'S COPTIC ORTHODOX COLLEGE SCHOOL DEVELOPMENT PLAN

Section One

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6.2		Occupational Health & Safety
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Section Two**DEVELOPMENT PLAN: 2011 – 2014****‘D’ = to be developed****‘I’ = implemented****‘M’ = major evaluation****‘m’ = minor evaluation****‘p’ = practice**

Code	Category	2011	2012	2013	2014
1.	Foundation Statements				
1.1	Charter	M		m	
1.2	Mission Statement		m		
1.3	School Ethos	m/p			
1.4	Curriculum Statement	M	m	m	m
1.5	School Development Plan		m		
2.	Policy Documents				
2.1	Policy Dev’t & Review Procedures	M			
2.2	Teaching/Learning	m	m	m	m
2.3	Curriculum Review and Development	M	m	m	m
2.4	Student Management	I/p	m	m	m
2.4.1	Discipline	m	m	m	m
2.4.2.	Uniform	m	m	m	m
2.5	Assessment and Reporting	M	m	m	m
2.6	Privacy	I/p		m	
2.7	Students & the Internet	m/I			
2.8	Professional Development	I/p	m		m
2.9	Enrolment	M		m	
2.10	Primary Equity and Access	m		m	
2.11	Gender Equity	m		m	
2.12	Harassment	m	m	m	m
3.	Curriculum VELS				
3.1	Subject Overview	M	m	m	m
3.2	Course Schedule	M	m	m	m
3.3	Course Overviews	M	m	m	m
3.4.1	English	M	m	m	m
3.4.2	Mathematics	M	m	m	m
3.4.3	Science	M	m	m	m
3.4.4	Humanities	M	m	m	m
3.4.5	The Arts	M	m	m	m
3.4.6	Technology	M	m	m	m
3.4.7	LOTE	M	m	m	m
3.4.8	Health & Physical Education	M	m	m	m
3.4.9	Religion	m	m	m	m
3.4.10	VCE Policy	M	m	m	m

Section Two contd**DEVELOPMENT PLAN: 2011 – 2014****‘D’ = to be developed****‘I’ = implemented****‘M’ = major evaluation****‘m’ = minor evaluation****‘p’ = practice**

Code	Category	2007	2008	2009	2010
4.	Teaching & Learning Support Pgms				
4.1	Learning Support	D	m	m	m
4.2	Special Education	D		m	
4.3	Library	m/p	m	m	m
4.4	Homework	m	M	m	m
4.5	Peer Support	D		m	
5.	School Organisation and Administration				
5.1	Annual Report	D/I	m	m	m
5.2	Camp Policy	M		m	
5.3	Govt targeted Programs (AISV)	D	m	m	m
5.4	Distance Education Program	M			
5.5	Registration Review (VQRA)	D/p	m	m	m
5.6	Campus Audit	D/I/p	m	m	m
5.7	Parent Involvement	I/p		m	
5.8	Staff Meetings	p/M		m	
5.9	Visitors	m/p		m	
5.10	Video/DVD/Film	m	m	m	m
5.11	Internet and Computer	M/p	m	m	m
5.12	Excursions/Incursions	I/p	M	m	m
5.13	Enrolment Booklet	m	m	m	m
5.14	School Bulletin/Yearbook	D/I/p	m	m	m
5.15	Parent/Student/Staff VCE Handbook	m	m	m	m
5.16	Uniform/Supply arrangement	p	m	m	m
5.17	Canteen	M	m	m	m
5.18	School Bus	m/I/p	M	m	m
5.19	Work Experience	m	m	m	m
5.20	Examinations & Procedures	p/m	m	m	m

Section Two contd

DEVELOPMENT PLAN: 2011 – 2014**‘D’ = to be developed****‘I’ = implemented****‘M’ = major evaluation****‘m’ = minor evaluation****‘p’ = practice**

Code	Category	2007	2008	2009	2010
6.	Safety & Welfare				
6.1	Pastoral Care/Welfare Policy	M	m	m	m
6.2	Occupational Health & Safety	M	m	m	m
6.3	Safe School (NSSF)	D		m	
6.4	Working with Children (WWC)	I/p	m	m	m
6.5	Child Protection	I/p	m	M	m
6.6	Emergency Management Plan	D/I/p	m	M	m
6.7	Critical Incident Management Plan	M		m	
6.8	Bullying	D/M		m	
6.9	Drug Management		m		m
6.10	First Aid		M		
6.11	Asthma		M		m
6.12	Sun Smart		M		m
6.13	Art Safety		M		m
6.14	Sports Risk Assessment	M	m	m	m
6.15	Yard Duty Supervision	m	m	m	m
7.	Buildings & Facilities Planning				
7.1	Buildings and/or Grounds Dev' ment	D	m	M	m
7.2	Maintenance Plan	D/M	m	m	m
8.	Employment				
8.1	General Policy	I	m	m	m
8.2	Staff Handbook	M	m	m	m
8.3	Staff Induction	D/M	m	m	m
8.4	Staff Appraisal	D/I/p	m	m	m
8.5	Staff mobility	D/M		m	
8.6	Emergency Teachers	m/p	m	m	m
8.7	Victorian Inst Teaching (VIT)	m	m	m	m
8.8	Mentoring	m	M	m	m
9.	Financial and Legal Management				
9.1	Letters of Appointment	m/p	m	m	m
9.2	School Fees	m	m	m	m
9.3	Assets Register	M	m	m	m
9.4	Insurance	m	m	m	m
9.5	Financial Audits	m	m	m	m
9.6	VRQA Compliance	M	m	m	m
9.7	VCAA	m	m	m	m
9.8	Copyright	D/m	m	m	m