



Catholic
Education
Commission
Tasmania

SCHOOL CONFIGURATION AND STRUCTURE POLICY

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1 AUTHORITY AND APPLICATION

Date of approval	27 June 2019
Source of approval	Catholic Education Commission Tasmania
Start date	30 July 2019
Date of review	June 2022
Date of amendments	N/A
Previous policies replaced by this Policy	N/A

SIGNED:



Chair of the CECT

DATE:

29.07.2019

2 RELATED DOCUMENTS

This Policy should be considered in conjunction with the following related documents:

Policies and Procedures	<ul style="list-style-type: none">• CECT School Configuration and Structure Procedures• CECT Enrolment Policy• CECT Enrolment Stream Guidelines• CECT Privacy Policy• CECT School Names Procedures• The Capital Priorities Procedures for Tasmanian Catholic Schools• Archdiocese of Hobart Asset and Property Management Policy
Applicable Laws	<p>All laws in connection with the carrying out of work or the Workplace including:</p> <ul style="list-style-type: none">• <i>The Roman Catholic Church Property Act 1932 (as amended)</i>• <i>Australian Catholic Bishops Conference – Complementary legislation for Australia pertaining to Acts of Extraordinary Administration and Alienation.</i>

3 PURPOSE

The aim of this policy is to provide structure for Catholic Education Tasmania in the event that a new school needs to be established, an existing school needs to be restructured or amalgamated, or an existing school needs to be closed based on changing demographics of the population of Tasmania and the mission of Catholic Education Tasmania. The mission of Catholic Education Tasmania is to provide an excellent Catholic education to the population of Tasmania, especially the poor, disadvantaged and marginalised. To ensure the success of this mission Catholic Education Tasmania not only has to abide by the relevant legislative and legal obligations, it must also ensure the accessibility of a Catholic education to the families living in the Archdiocese of Hobart.

4 DEFINITIONS

For the purposes of this policy:

- Archdiocesan Schools means the 35 Catholic schools and colleges owned by the Roman Catholic Church Trust Corporation of the Archdiocese of Hobart.
- CECT or Commission means the Catholic Education Commission Tasmania.
- CET means Catholic Education Tasmania and covers the Catholic Education Commission Tasmania, Tasmanian Catholic Education Office, Archdiocesan Schools, and Congregation Schools.
- Church Trust Corporation means the Roman Catholic Church Trust Corporation of the Archdiocese of Hobart.
- Congregation Schools means the three schools run by religious institutions in

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Tasmania (Dominic College, St Francis Flexible Learning Centre, and St Virgil's College).

- Reconfiguration means a restructuring of year levels or campus(es) in an existing school.
- School means a Catholic school or college operated in the Archdiocese of Hobart.
- TCEO means the Tasmanian Catholic Education Office.
- Worker means any person who carries out work or services in any capacity for CET either as:
 - An Employee.
 - A priest or member of a religious order.
 - A contractor, subcontractor or consultant.
 - An employee of a contractor, subcontractor or consultant.
 - An employee of an employment agency or labour hire company.
 - An apprentice or trainee.
 - An external student gaining work experience or on work placement.

5 COVERAGE

This Policy covers and applies to the TCEO and all Archdiocesan Schools that are owned and operated by the Church Trust Corporation, and the Workers employed by the Church Trust Corporation. This Policy also applies to Congregation Schools that operate on land owned by the Archdiocese of Hobart.

6 OBLIGATIONS AND ACCOUNTABILITIES

- a) The CECT has a responsibility to ensure that schools offering Catholic Education in Tasmania are responding to community need and growth, remain financially viable, and continue to be true to the mission in Tasmania, especially to the poor, disadvantaged and marginalised.
- b) All property titles for Archdiocesan Schools are to be held in the name of the Church Trust Corporation.
- c) All purchase or disposal of property is to follow the processes established by the Archdiocese of Hobart for these transactions.

7 GENERAL PRINCIPLES

- a) The CECT is to monitor the enrolments in Catholic schools, demographic trends across the state, and changes occurring in the broader education sector in the state to assist with planning for the future provision of Catholic Education. This planning is to include the possible creation of new schools, the configuration of existing schools, and the repurposing of existing assets within the system.
- b) The CECT School Configuration and Structure Procedures will provide detailed processes for the following:

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- Establishment of new schools.
 - The relocation or reconfiguration of existing schools.
 - Closing an existing school.
 - The repurposing of assets.
 - The maintenance and disposal of assets.
- c) The CECT School Names Procedures will provide detailed processes for naming any Catholic school operating under the auspice of the Archbishop of Hobart in the Archdiocese of Hobart, and the naming of buildings and facilities at existing Catholic Schools.
- d) Oversight of any consultation process, capital developments, and legal requirements will be carried out by the TCEO on behalf of the Commission.

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