**EDUCATION AND TRAINING REFORM ACT 2006**

**INSTRUMENT OF DELEGATION No.XX OF THE SCHOOL COUNCIL NAME**

1. **AUTHORISING PROVISIONS**

This delegation is made under section 2.3.15 of the **Education and Training Reform Act 2006** (the ‘Act’).

1. **DEFINITIONS**

In this delegation:

1. unless otherwise stated, words and phrases have the same meaning as in the Act and the Regulations;
2. ***Act*** means the ***Education and Training Reform Act 2006* (Vic)**;
3. ***Delegate*** means a person to whom, or a body to which, a power, function or duty has been delegated under clause 3;
4. ***Delegation*** means this instrument of delegation;
5. ***Regulations*** means the ***Education and Training Reform Regulations 2017***;
6. ***School*** means a Government school and includes, if a school council is to be or is constituted in relation to a school, a proposed school;
7. **DELEGATION**

Subject to the limitations and conditions in clause 4, the following powers, functions and duties are delegated to [the Principal of school name] or [delegate’s name]: [*school council to remove those powers and functions below which are not being delegated*]

1. entering into contracts, agreements or arrangements for certain services such as: canteen provision; the hire of school council facilities; operation of an Outside School Hours Care Service; the employment of certain staff, such as Casual Relief Teachers under section 2.3.6(1)(a) of the Act;
2. approving proposed fundraising activities in accordance with section 2.3.5 of the Act and regulations 54 and 58 of the Regulations;
3. charging fees to parents for goods, services or other things provided by the school to a child of the parent under section 2.3.6(1)(c) of the Act;
4. approving the use of school buildings and grounds for the purposes of educational, recreation, sporting or cultural activities for students, the local community or young persons subject to subsection 2.3.6(1)(a) of the Act
5. **LIMITATIONS AND CONDITIONS**
6. This delegation does not include the power to delegate any of the delegated powers.
7. This delegation does not prevent the exercise, performance or discharge by the school council of any function, power, or duty referred to in this delegation.
8. If notice is given to the delegate by the school council that it intends to exercise, perform or discharge a delegated function, power, or duty the delegate must not commence, or must immediately cease, to exercise, discharge or perform the delegated function, power or duty.
9. This delegation may be revoked in whole or in part at any time by the school council.
10. **REVOCATION**
11. All previous delegations that delegate any of the delegated powers in this delegation are revoked.
12. The revocation under subclause (1) takes effect on the day this delegation takes effect.
13. **DATE OF EFFECT**

This delegation takes effect on the day it is made.

Dated day of **Year**

**Name**

**President of school council name**