



## **RATIONALE**

Cranbourne South Primary School works as a supportive learning community where all students are motivated and challenged to take responsibility for their own learning and reach their full potential. Cranbourne South Primary School provides a positive environment in which all teachers assume responsibility for student welfare. The School endeavours to provide successful experiences for all students in an environment where students feel safe and secure and where a sense of belonging and wellbeing is strengthened.

Cranbourne South Primary School offers programs to enable students to enhance their learning by complementing classroom lessons with experts and resources from outside the immediate school community.

All students have the right to feel and be safe in the framework of programs offered by Cranbourne South Primary School and in those offered by external providers.

Cranbourne South Primary School accepts a duty of care to students accessing an external provider. The School will ensure regulations relating to VIT registration, appropriate qualifications and supervision will be observed.

## **PURPOSE OF THE POLICY**

- To ensure that regulations regarding Victorian Institute of Teaching (VIT) registration, Working With Children check (WWC) and appropriate qualifications are adhered to.
- To ensure the appropriate supervision of students whilst in the care of external providers.
- To ensure that external providers are utilised appropriately when required to enhance and enrich the learning experience.

## **GUIDELINES FOR ACTION**

- The School may access outside services to provide support for students and staff which may include:
  - Psychologists
  - Counsellors
  - Teachers
  - Speech Therapists
  - Social Workers
- The School will approve all external providers.
- Only external providers supplied and employed by the DEECD or School will be able to work on site or during student activities.
- Co-ordination of the external providers will rest with the Principal or Assistant Principal to ensure that:
  - All external providers meet all regulatory requirements.
  - Students will attend programs offered by external providers only with the express prior written consent of their parents/carers.

The School Council will ensure that professional indemnity, public liability, building and contents and any other necessary insurance to cover the needs of programs offered by external providers is met by the provider if offered off site.

## **LINKS AND APPENDICES**

Links which are connected with this policy are:

- <http://www.education.vic.gov.au/healthwellbeing/respectfulsafe/curriculum/partnerships.htm>
- <http://www.education.vic.gov.au/studentlearning/teachingresources/health/sexuality/preveextprov.htm>
- <http://www.education.vic.gov.au/management/schooloperations/edoutdoors/people/providers.htm>

## **EVALUATION**

This policy will be reviewed as part of the school's annual review cycle and/or as per DEECD recommendations.

## **CERTIFICATION**

This policy was ratified at the School Council Meeting held at Cranbourne South Primary School, on ...

Signed.....  
School Council President

Signed.....  
Principal

# External Providers- Policy/Procedures

239 Pearcedale Road Cranbourne South VIC 3977 Tel: 9782 2999

Email: [cranbourne.south.ps@edumail.vic.gov.au](mailto:cranbourne.south.ps@edumail.vic.gov.au) Website: <http://www.cranbournesouth.vic.edu.au/>



## PURPOSE

The purpose of this policy is to provide a framework for the school to manage the engagement of external providers. This policy is designed to ensure that all external providers are selected and managed in a way that is consistent with the school's values and the Victorian Curriculum Framework. The policy also aims to ensure that all external providers are held accountable for their actions and that the school is able to monitor and evaluate the effectiveness of their services.

This policy applies to all external providers who are engaged by the school to provide services to students or staff. It is the responsibility of the school to ensure that all external providers are selected and managed in accordance with this policy.

## SCOPE OF THE POLICY

This policy applies to all external providers who are engaged by the school to provide services to students or staff. It is the responsibility of the school to ensure that all external providers are selected and managed in accordance with this policy. The policy also applies to all external providers who are engaged by the school to provide services to the community.

## GUIDELINES FOR ACTION

- 1. The school will only engage external providers who are registered and qualified in their field.
- 2. The school will only engage external providers who have a good reputation and a track record of successful service delivery.
- 3. The school will only engage external providers who are able to provide services that are consistent with the school's values and the Victorian Curriculum Framework.
- 4. The school will only engage external providers who are able to provide services that are cost-effective and of high quality.
- 5. The school will only engage external providers who are able to provide services that are flexible and responsive to the needs of the school.
- 6. The school will only engage external providers who are able to provide services that are accessible to all students and staff.
- 7. The school will only engage external providers who are able to provide services that are sustainable and of long-term value.

## LINKS AND REFERENCES

- 1. Victorian Curriculum Framework
- 2. Victorian Education Act 1984
- 3. Victorian Education Regulations 2013
- 4. Victorian Education Act 2013
- 5. Victorian Education Regulations 2017
- 6. Victorian Education Act 2017
- 7. Victorian Education Regulations 2019
- 8. Victorian Education Act 2019
- 9. Victorian Education Regulations 2021
- 10. Victorian Education Act 2021

This policy is reviewed annually or more frequently if necessary. The school will ensure that all external providers are held accountable for their actions and that the school is able to monitor and evaluate the effectiveness of their services.

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