

Terms of Reference

2019 – 2022 National School Chaplaincy Program Cross Sector Panel

Background

The 2019 - 2022 National School Chaplaincy Program (NSCP) aims to support schools in promoting the wellbeing of students by providing funds that contribute to the maintenance or establishment of pastoral care services in schools.

The NSCP is funded by the Australian Government and administered by states and territories. The 2019 – 2022 NSCP project agreement is the instrument by which the program is funded. The project agreement requires that each state and territory establish a cross sector panel.

Purpose

In South Australia the Cross Sector Panel acts as the decision maker for the day to day administration of the program to ensure compliance with the terms of the 2019 – 2020 NSCP project agreement. This includes:

- selecting and prioritising schools for funding in their jurisdiction,
- coordinating the implementation of the NSCP in their jurisdiction,
- coordinating requests for information from the Australian Government,
- reporting on the delivery of the NSCP to the Australian Government,
- sharing of appropriate cross sector information in the implementation of the NSCP, and
- assessing requests for transition to minimum qualifications for pastoral care workers.

Term

The terms of reference are effective from 1 January 2019 and will be ongoing for the life of the 2019 – 2022 NSCP project agreement or until terminated by agreement between the parties.

Membership

Chairperson

Director, Engagement and Wellbeing, Department for Education and Child Development

Executive Officer

Senior Policy Officer, Engagement and Wellbeing, Department for Education



Membership:

- Chief Executive, The Association of Independent Schools of South Australia
- Coordinator Religious Education, Catholic Education South Australia

Proxies

Members of the Cross Sector Panel can send proxies to meetings. Proxies must have sufficient authority to contribute to discussion and represent their sector in panel discussions.

Members of the Cross Sector Panel can bring additional persons to meetings with notification to the Executive Officer prior to the meeting. Additional persons do not have decision making capacity.

Meetings

The cross sector panel will meet a minimum of twice a year to collaboratively discuss the administration of the NSCP. Additional meetings of the cross sector panel will be negotiated and scheduled as the need arises or as requested by panel members.

Meeting agendas will be prepared and distributed by the Executive Officer. The Executive Officer will request items from the cross sector panel for inclusion in the agenda.

The decision of the panel will be made by consensus where possible. If a consensus cannot be reached, the decision will be referred to the Minister for Education.

The cross sector panel will also consider information out of session via telephone or written correspondence. Significant matters dealt with outside of the meeting will be reported on at the next meeting of the cross sector panel.

Minutes of each meeting will be prepared by the Executive Officer and distributed to the cross sector panel for confirmation.

