APPENDIX E Application for approval to seek incorporation

SCHOOL:_____

Attached are the following:

1. **a copy of the school council and board's proposed constitution;**
2. **a copy of the minutes of the meeting referred to in s3.3.3 of the *Councils and Boards in Public Schools Procedures***
3. **a letter that:**

i) explains the additional function(s) for which approval is being sought and how the performance of the function(s) by the council or board will:
- **a) improve an educational program or the management of the school's facilities**
- **b) be in the best interests of the students**

ii) outlines the alternative strategies for delivering the additional function/s considered by the council and board.

Council or board chairperson: _____Date: _____

Principal: _____Date: _____

REGIONAL OFFICE :_____

Application supported: YES ☐ NO ☐

Comments:

Director Education:_____
Date: _____

LEADERSHIP INSTITUTE

The council or board's constitution is compliant with the *School Education Act 1999 (WA)* and the School Education Regulations 2000: YES ☐ NO ☐

Director, Leadership Institute:_____ Date: _____

DEPUTY DIRECTOR GENERAL, SCHOOLS

Application approved: YES ☐ NO ☐

Deputy Director General, Schools: _____Date: _____

LEADERSHIP INSTITUTE

School Notified YES ☐ NO ☐

All policy and procedural statements contained within this document are lawful orders for the purposes of section 80(a) of the Public Sector Management Act 1994 (WA) and are therefore to be observed by all Department of Education employees. CC BY