



*Topic:* ACCREDITATION

*Policy No:* 2-C1

*Policy Area:* STEWARDSHIP

*Originally Released:* 2009

*Date for Review:* 2020

*Principal:* MRS KERRIE MERRITT

## **1. RATIONALE**

The Mandate Letter states, 'Catholic schools are important means through which the Church proclaims the Gospel of Jesus Christ... in the world of today. They are privileged places of evangelisation... (and) contribute to the development of our young through education. They promote the formation of their students in Christian virtue and conscience.' (Mandate, para 6).

When appointed to a position in Catholic Education, staff members need to gain an adequate understanding of Catholic faith, tradition and practice that enables them to carry out their particular responsibilities within the school. An accredited professional development program is needed to achieve this.

## **2. DEFINITION**

- 2.1 Accreditation is the development of each staff members understanding of the nature and objectives of a Catholic School. It is comprised of orientation, faith story and witness, a study component and an in-service component.
- 2.2 Orientation welcomes staff into the Catholic Education system. All staff newly appointed in Catholic Schools are required to attend Orientation.
- 2.3 Faith Story and Witness highlights the school's faith story, the role of staff as witnesses of evangelisation and the Catholic nature of the school curriculum.
- 2.4 The study component can be completed at a university level or through modules held at the Catholic Education Office.
- 2.5 The in-service component focuses mainly on the Religious Education units of work to be taught in the classrooms.
- 2.6 Ongoing renewal refers to each staff member continuing to develop their understanding of the nature and objectives of the Catholic School.

(Information taken from the Accreditation Framework – published by the CEO)

### **3. SCOPE**

This policy applies to all Staff at Assumption Catholic Primary School who shall undertake Accreditation appropriate to their role within five years of being employed.

### **4. PRINCIPLES**

- 4.1 Accreditation is a mandatory professional development requirement for all staff in Catholic education.
- 4.2 All staff at Assumption Catholic Primary School shall undertake Accreditation appropriate to their role.
- 4.3 Ongoing renewal of Accreditation is a requirement for all staff in Catholic education.

### **5. PROCEDURES**

- 5.1 The Executive Director of Catholic Education is responsible for the structure, requirements and procedures for the gaining of appropriate Accreditation as outlined in the Accreditation Framework for Catholic Schools in Western Australia.
- 5.2 At the time of interview for a position at Assumption Catholic Primary School, staff shall be fully informed of their Accreditation requirements as outlined in the Accreditation Framework for Catholic School in Western Australia.
- 5.3 Successful applicants shall be provided with a copy of the Accreditation requirements as outlined in the Accreditation Framework for Catholic Schools in Western Australia.
- 5.4 Accreditation requirements shall be specified in the letters of offer and acceptance to all new employees.
- 5.5 All staff shall be provided with adequate opportunities to meet the appropriate Accreditation requirements within the specified time.
- 5.6 Accreditation status shall be granted for a period of five years.

### **6. REFERENCES**

- 6.1 Bishops of Western Australia 2009, *Mandate of the Catholic Education Commission of Western Australia: 2009-2015*
- 6.2 Catholic Education Commission of Western Australia 2008, *Accreditation Framework for Catholic Schools in Western Australia*

### **7. RELATED DOCUMENTS**

Catholic Education Commission of Western Australia policy statement 2-C5 Appointment of Principals in Diocesan Accountable Schools  
Catholic Education Commission of Western Australia policy statement 2-C6 Appointment of Staff in Catholic Schools  
Assumption Catholic School has a record of what components each staff has completed towards their Accreditation saved on T-share: Leadership: Accreditation: 2018

## 8. REVIEW HISTORY

Year Of Review	Reviewed by:	Amendments/ review
2009	ACPS Staff	Review
2012	ACPS Staff	Review
2014	ACPS Staff	Review and Reformatted
2016	ACPS Staff	Review
2018	ACPS Staff	Review

## 9. NEXT REVIEW

2020

## 10. APPENDIX 1

Accreditation pathways for all staff employed at Assumption Catholic Primary School.

