

# Governance and Management



## Policy Statement

*The NBCA are committed to strong governance and management systems, ensuring the effective, transparent and competent operation of services.*

## Background

The Education and Care Services National Regulations require policies and procedures to be in place in relation to governance and management. The NBCA policies are governed by our Management Committee.

## Implementation

- The NBCA are accountable and transparent in all that we do. This includes the implementation of robust and effective governance and management policies and procedures.
- The NBCA seeks to strengthen the service's effective operation. We have effective systems of risk management, financial and internal control, and performance reporting.
- The NBCA value the important role played by our service leaders, educators and staff. They are provided with the necessary training and support to ensure they are familiar with our policies and procedures
- As per the Delegations policy, the Management Committee are accountable for the approval of all NBCA policies, including the outcomes of those policies.
- The Directors are responsible for the creation, management and day-to-day implementation of all NBCA policies, including proposing new/updated policies to The Committee for approval.
- All staff are responsible for following policies and may face disciplinary action if they fail to do so.
- Families are responsible for upholding the policies and may face exclusion if they fail to do so.

## Policy Links

Code of Conduct  
Compliance  
Management Committee  
Records Management and Review  
Delegation

NQS: QA 7

Regulations: 13-14, 21, 29-31, 51, 55-56, 84, 104, 106-110, 116-117B, 153-154, 157-162, 165, 167-185 and 269



Sources:

- Australian Privacy Principles 2017
- National Quality Framework 2017
- NBCA Employee Handbook
- NBCA Workplace Health and Safety Handbook

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Directors Signature:



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Committee Representative Signature:



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