

Change Management Policy

Rationale

This policy affirms a partnership between the teaching staff and the senior management team of Western Springs College in ensuring that **major** educational change in the school is designed to improve educational outcomes for targeted groups of students and is effective, coherent and manageable.

Purpose

1. To provide guidelines for managing **major** change.
2. To ensure that any changes are well thought through, coherent, resourced and likely to be effective.
3. To ensure that any changes have priority status and are consistent with the school charter including strategic plan goals and objectives.

Guidelines

1. Any proposed change should be supported by evidence that indicates the change is likely to be effective.
2. Resourcing requirements needed to implement the proposed change(s) will be identified and provided.
3. An implementation process will be planned, identifying potential risks so that the change is manageable for all personnel affected.
4. Planned changes should be trialed and evaluated against previously identified effectiveness indicators at predetermined intervals before becoming embedded in the school operations.
5. Professional Learning and Development will be provided to support any changes that are to be implemented.
6. Consultation about proposed changes with teaching staff will occur in staff meetings and/or PPTA branch meetings. **Such consultation will include meeting with the teaching staff, providing information about the proposed change and an opportunity for teaching staff to comment and contribute to the design.**
7. Changes will be consistent with the employment rights and entitlements of the Secondary Teachers' Collective Agreement.

Ratified by Board: _____ 15/05/2014 / Review date: 15/05/2017