

role in developing or administering school policies, although it does have a duty to ensure that a comprehensive set of such policies is in place, and that the school policies are consistent with the school's mission and vision.

The range of school policies that a school requires will vary from school to school according to the individual nature of the school. The set of policies in a school will often reflect the issues that needed to be addressed historically over time. However, the set of policies should also anticipate future needs, and a discussion of the school policy needs is an appropriate area for ongoing discussion between the board and the Head.

School policies are not a substitute for responding appropriately to individual circumstances and particular needs. They should never bind the school into holding a position that is inconsistent with the mission, or even more broadly, that paints the school into a corner where it does not wish to be. For that reason, effective policies always allow some 'wiggle room', usually in the form of discretionary power on the part of the Head.

For most schools, the policy manual might include at least these school policies:

- Academic awards
- Academic honesty (including plagiarism)
- Admissions
- Appropriate faculty and staff conduct (including dress code and standards of professional behaviour)
- Appropriate student conduct (including discipline and consequences)
- Appropriate use of technology
- Assessment (including examinations, frequency of assignments and evaluation)
- Attendance
- Blood related conditions
- Campus and facilities hire to external organisations
- Child/adolescent/student protection
- Class sizes
- Co-curricular activities
- Code of ethics
- Commercial operations
- Communications (including e-mail etiquette)
- Complaints
- Conflicts of interest
- Counselling and guidance
- Critical events