

## **AFFILIATION POLICY**

**Date of approval:** 12/9/96  
**Last reviewed:** June 2004  
**Due for next review:** June 2006

### **POLICY STATEMENTS:**

The Kindergarten has an affiliation with St Paul's Anglican Church Canterbury, which is described in its

- Licence Agreement
- Affiliation Agreement
- Anglican Early Childhood Services Uniform Rules under which the kindergarten is incorporated (all 1995)

The Kindergarten is affiliated with:

- Kindergarten Parents Victoria (KPV)
- Anglican Early Childhood Services (AECS) (Affiliation Agreement 1995)
- Kindergarten and Child Care Association of Boroondara.

### **PROCEDURES:**

The Kindergarten Committee of Management will annually review its affiliation with KPV and AECS as subscription fees become due. The Committee must maintain its affiliation with the AECS Council under the Uniform rules.

The annual affiliation fees shall be paid by the Treasurer after the approval of the Committee of Management. (As a member of AECS a discount for KPVB may be offered).

A copy of the Uniform Rules, Licence Agreement, Affiliation Agreement and Incorporation documents will be kept in the kindergarten files. One copy will also be kept on display for parents, and one copy will be kept by the Church Vestry. These documents will become the Constitution of the Kindergarten. The Committee of Management will comply with these rules and agreements.

The Committee must enter an agreement each year (or at such other intervals as it may be called upon to do so) by which it obtains a Licence to occupy and manage the Kindergarten.

According to the Uniform Rules under which the Kindergarten is about to be incorporated, ST Paul's Anglican Church Canterbury shall be represented on the Committee of Management of the Kindergarten by

- a) the Vicar or the Vicar's nominee, who shall chair every General Meeting (if absent, the Vicar will have nominated a member of the Committee – the Deputy Chairperson to chair the meeting) and

- b) Two persons appointed by the Vestry of whom at least one must be a member of the Vestry (unless with the prior consent of the Anglican Early Childhood Services Council, not less than one person is appointed by the Vestry and is a member of the Vestry) (p.4 and 5)

Support and / or advice are available to Staff and Committee of Management by contacting KPV or AECS.

**RELATED POLICIES**

Policies Policy

Role of the Committee

Incorporation

**RESPONSIBILITY**

Vicar of St Paul's Anglican Church, Canterbury (Chairman of Committee of Management)

Vestry of St Paul's Anglican Church, Canterbury

Vestry Representative of Committee of Management

Treasurer - Committee of Management

Personnel Officer - Committee of Management.

**REFERENCE AND RELATED DOCUMENTS**

Uniform Rules

Licence Agreement

Affiliation Agreement

Incorporation Document.