



Glen Eira Kindergarten Association INC.

Title	Governance Policy
Policy Type	GEKA Board Policy
Version Number	1.0
Drafted by	IG Partners & GEKA Board
Responsibility	GEKA Board
Approved by Board	18/2/2020
Review Date	18/2/2021

### Introduction

The Glen Eira Kindergarten Association (GEKA) Inc. has adopted an approach to governance to ensure the Board can discharge their obligations under the relevant legislative and regulatory requirements, as identified below:

- Associations Incorporation Reform Act 2012
- Australian Charities and Not for Profits Commission (ACNC) NFP standards
- Early Years Management Policy & Framework (Part 1 Framework & Part 2 Operating Guidelines)
- National Quality Framework (NQP)
  - Victorian Early Years Learning and Development Framework
  - Early Years Learning framework for Australia
  - My time, our place: Framework for School Aged care
- The GEKA Rules of Association

### Purpose

The governance policy outlines the review process to ensure the GEKA governance approach remains up to date and contemporary.

### Policy

The Board must establish and review effective governance practices and relevant documents. This extends to:

- the GEKA Board governance framework, determining Board and Sub Committee structures and associated terms of reference
- Board operating practices
- Board and Committee performance and assessment

### Policy Authorisation

The Board of GEKA

Governance Documents

Board Policy	Reviewed By	Approved By	Governance Document	Reviewed By	Approved By
Culture & Wellbeing Policy	CHRO, CEO, PCR, Committee	Board	Governance Manual	Board and or External	Board
Risk Policy	CFO, CEO & FRAC	Board	Board Charter	Board and or External	Board
Transparency and Accountability Policy	CEO	Board	PCR Committee terms of reference	PCR Committee and or External	Board
Conflicts Policy	Board Chair and or External	Board	FRAC Committee terms of reference	FRAC and or External	Board
Confidentiality Policy	Board Chair and or External	Board			
Code of Conduct Policy	CEO, Board Chair	Board			
Governance Policy	Board Chair	Board			
Delegations of Authority	CFO, CEO, FRAC	Board			

Version Control

Date	Modified By	Details
18/2/20	J Deady	Final draft for approval