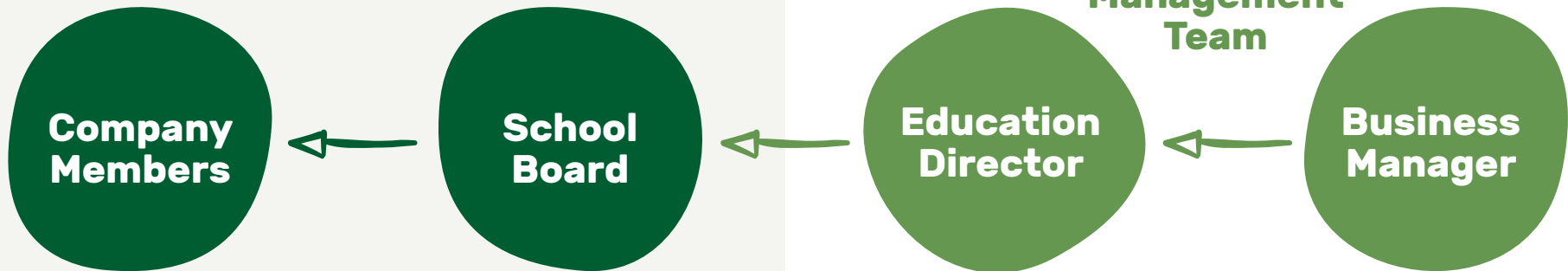


# Organisational Chart



TAWS is a company limited by guarantee, with a membership made up of parents, staff and interested community members.

## Subcommittees & Workgroups

**FoW:**  
Friends of Waldorf Committee

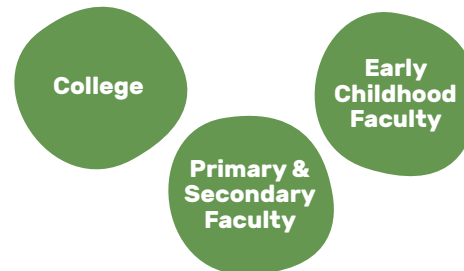
**TFCC:**  
TAWS Finance & Compliance Committee

**EIWG:**  
Environment & Infrastructure Working Group

**Preschool Subcommittee**

## Academic Staff

Early Childhood Teachers  
 Student Support Coordinator  
 Student Learning Assistants  
 Wellbeing  
 Extra Lesson  
 Instrumental Programme



## Non-Academic Staff

Business Support  
 Administration  
 Finance  
 Maintenance  
 Cleaning  
 Volunteers

**Whole Staff Meeting**





## Company Members

TAWS is a company limited by guarantee, with a membership made up of parents, staff and interested community members. Members receive the Annual Report and Financial Statements each year and are able to nominate and vote for positions on the Board of Directors.

## School Board

The Armidale Waldorf School Board is the School's and Preschool's governing body, or board. It holds financial and legal responsibility for the conduct of all matters relating to the objects of the company, including capital and human resource management, strategic planning, financial planning and oversight, approval of policies and the management of risk.

The School Board carries the legal responsibility for the school, monitors its economic and strategic performance, and cares for the development and maintenance of its physical assets.

## Subcommittees & Working Groups

### Friends of Waldorf Committee (FoW)

The FoW raise valuable funds each year for much needed educational resources. All parents and staff are encouraged to participate in the FoW activities.

### TAWS Finance & Compliance Committee (TFCC)

Is responsible for:

- Overseeing the School's financial management, including the development and implementation of the annual budget plans
- Overseeing and monitoring the Schools' governance, compliance, risk, and control frameworks, and its external accountability requirements

### Environment & Infrastructure Working Group (EIWG)

Provides a forum to discuss and plan maintenance and changes to the TAWS built and organic ecosystems. This working group provides advice to the TFCC on specific issues.

### Preschool Management Sub Committee

Is responsible for the governance and management of Boongaiai Preschool to ensure it is operated in accordance with the regulations.

## Management Team

Consisting of the Education Director, Business Manager, Student Support Coordinator & Business Support, this team is responsible for the operations of the whole school.

### Education Director

**The Education Director reports directly to the Chair of the Board and is responsible for the effective leadership of The Armidale Waldorf School. This includes:**

- the creation and implementation of policies across the whole School
- the enrolment, suspension and expulsion of students in accordance with the School policies
- the appointment, performance management and dismissal of teaching and non-teaching staff
- ensuring the School meets the educational compliance requirements of regulatory and funding bodies and implementing the strategic direction of the School as determined by the School Board

### Business Manager

**The Business Manager reports directly to the Education Director and is responsible for the effective leadership of The Armidale Waldorf School. This includes:**

- the implementation and control of all administrative, financial and accounting procedures within the School
- the creation and implementation of policies across the whole School
- financial management, budgeting and reporting, including the annual statutory reports

- reporting to the Board of directors via the TFCC
- ensuring the School meets the non-educational compliance requirements of regulatory and funding bodies
- the appointment, performance management and dismissal of non-teaching staff
- the daily management of School staff, assisting them to understand and execute their professional duties and responsibilities
- oversee the risk management and compliance of the day-to-day operation of the School

### College

The College is comprised of a group of experienced and committed teachers and staff responsible for carrying the educational and philosophical impulse of the school, including regular study, educational and curriculum work and child study. This collaborative collegiate process ensures a conscious striving for the spiritual, academic and physical wellbeing of the students.

### Primary/Secondary Faculties

Discuss issues relating to day-to-day matters, Primary/Secondary events and activities. Discuss NESA Registration, accreditation, professional development, curriculum changes.

### Early Childhood Faculty

Discuss issues relating to day-to-day matters, Early Childhood events and activities.

### Staff Meeting

Discuss issues relating to the day-to-day operation of the classes, school events and activities. Minutes are provided on SharePoint.

