



30 March 2015

Review of Decisions Policy

The ACT Council of Parents & Citizens Associations (Council) appreciates the opportunity to comment on the Education & Training Directorate's (ETD) draft 'Review of Decisions' policy.

Council recognises that although the policy document has been radically reworked, the reviewable decisions and the various procedures associated are determined by legislation (specifically the *Education Act 2004*, *ACT Civil and Administrative Tribunal Act 2008* and the *Training and Tertiary Education Act 2003*).

Overall, Council is happy with the cosmetic and structural changes with the policy. We are particularly supportive of the attached table which is easy to understand and very accessible. In the same vein, the flowchart is a great addition to the policy.

However, Council does recommend that several changes should be made to the policy:

- **All Reviewable Decisions Should be Included**

Comparing the proposed policy with the current one, it seems as if the focus on 'education and training services' has seen decisions to do with non-government schools approvals, registration and delisting removed from the policy.

In the interests of transparency and accessibility, Council believes that an outline of every reviewable decision in the *Education Act* should be included in the ETD policy. Students, parents and the general public should be provided with as much information and guidance as possible. Council believes that nothing will be lost by including this information in the policy.

- **The Review Application Templates Should Be Reintroduced**

Council believes that these templates form a crucial component of the current policy. Students, parents and the general public may not know how to format an application for a reviewable decision. This policy should be viewed as an opportunity to provide an accessible document which outlines the method in which reviewable decisions are processed. The inclusion of the templates will only serve to enhance this goal.

The policy should also clarify where applications for an internal review should be sent. This information is currently in the existing policy but has been removed from the proposed document.

- **References to the *Education Act* Should be Included**

The current policy contains extensive referencing to specific relevant sections of the *Education Act*. Where appropriate these references should be included in the Policy Document (in addition to the attached table). The inclusion of these references will increase accessibility by helping interested parties (who are more than likely to have a limited legal knowledge) to decipher the *Education Act*.

Council believes that our proposed amendments will serve to enhance the updated policy and will benefit all key stakeholders. If you should require any more feedback on the proposed policy, please do not hesitate to contact Council.