



Terms of Reference

Out of School Sports Subcommittee

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1. Title of committee

Out of School Sports subcommittee

2. Purpose of committee

This committee exists to:

- support for parents, coaches and coordinators
- provide opportunities for students to participate regardless of their ability
- supporting community involvement in sport
- assisting with difficulties and look at opportunities to find solutions
- discuss budgets and planning process.

3. Membership

Membership of the Out of School Sports subcommittee includes:

- sports coordinators
- governing council representative (s)
- site leader or their delegate
- any interested parent or carers of children currently enrolled

4. Meetings

Meetings are held on Tuesday at 5.00pm twice a term in week 3 and week 7

- each meeting is chaired by the governing council representative
- meeting agendas and minutes will be organized by the Chair or nominee
- a quorum will be half the regular membership plus one (50% plus one)
- voting is to be done by committee members only
- committee members can submit a written proxy vote if a member is unable to attend
- extra meeting may be held for special events.

5. Sharing information

Minutes are kept on the governing council team drive and are accessed by the chair or nominee who will make these available to non-governing council members.

6. Review

Terms of reference are to be reviewed at the first meeting of the school year, and the committee stands for the school year.

