



Applecross Primary School

2027 2028 School Board Parent Representative Nominations

Dear Parents and Carers

The Applecross Primary School Board provides additional expertise to assist the school to achieve the best outcomes for students. Its primary role is to contribute to good governance, by contributing to the establishment and review of the school's objectives, priorities and general policy direction, whilst working with the school leadership team, P&C Association and finance committee.

The current school board consists of seven parents, a community member, two staff members, and the principal. As part of a school board's cyclical process, places become available due to either the end of a member's tenure or if a member cannot complete their term due to unforeseen circumstances. **At this point in time, the Applecross Primary School Board is calling for FIVE parents to fill Parent Representative positions on the Board for a period of two years (2027 and 2028).**

Becoming a parent representative on the board provides a great opportunity to get involved in our school community and, therefore, your child's education.

If interested, please **complete the nomination form attached below and email** it to:
Principal.Applecross.PS@education.wa.edu.au **by midnight on Sunday 6th September 2026.**

Role of a School Board

All public schools in Western Australia have a School Board. As an unincorporated board, we use approved Terms of Reference to define our way of working and meet the legislation's requirements.

Applecross Primary School's Terms of Reference and a copy of the Code of Conduct are available on the school's website, <https://applecrossps.wa.edu.au/school-board>.

The School Board consists of three possible categories of membership:

1. A mandated elected Parent category. More than one-third of the total members must be from this category.
2. A mandated elected Department of Education Employee category. Members of this category may make up no more than one-third of the total membership of school board.
3. An optional Community Member category, appointed by a decision of the board because of their special skills, interests or experiences. (Members for this category may come from the community).

The school board must comprise a collective majority of parent/community members.

Parent Membership

Parents on a school board provide important viewpoints and have valuable skills that can help shape the direction of the school. To this end, we encourage a wide variety of people to consider nominating for board membership in the hope that members will be representative of the school community and across all year levels, ensuring a broad and representative voice in our decision-making. Information on our current board members can be found on our website - <https://applecrossps.wa.edu.au/school-board>.

Things to Consider when Nominating to be a School Board Member:

- Do I have the time to do this properly?
- Am I going to be available for all meetings and other possible commitments as required of a school board member – generally one meeting per term on a Tuesday night in Week 5?
- Am I confident that I will be able to reflect the needs of the school community?
- Can I work collaboratively with others to best support Applecross Primary School?
- Will I be able to support and promote Applecross Primary School within the community?
- Do I feel I know enough about my school and its needs?

Elections

Elections are only held if more people nominate as candidates than positions vacant. In view of this, you might seriously consider nominating yourself and standing for election as a member of the school board or encouraging another person to stand for election.

No special experience is needed to be on a school board. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

The most obvious way is to vote in the elections, which are held on a cyclic basis as determined by the Terms of Reference, which can be found on the school website: <https://applecrossps.wa.edu.au/school-board>.

Induction

New members will be inducted prior to their first meeting. As they become aware of the governance role, further training is available throughout their tenure, should this be helpful.

How to nominate

Complete the nomination form and email it to Principal.Applecross.PS@education.wa.edu.au **midnight on Sunday 6th September 2026**.

Department of Education employees who have a child enrolled in a school in which they are not employed are eligible to nominate as parents for the school board.

You will receive confirmation of receipt of your nomination. If more nominations are received than there are vacancies on the school board, an election will be conducted during the weeks after the call for nominations has closed.

Meeting frequency and time

Four meetings are held annually. Meetings are usually held in Week 5 of each school term, commencing at 6pm, except for Term 3, when the Board meet in Week 8.

For more information

If you require further information, please contact the school on **08 6274 1850**, or email the School Principal, **Bea Bouska: Principal.Applecross.PS@education.wa.edu.au** or the School Board Chair, **John Gibbons: Applecross.PS.BoardChair@education.wa.edu.au**