

Nomination Form

College Advisory Board 2026-2027

Please email completed Nomination Forms to danielle.richardson@gleeson.catholic.edu.au by Monday 17 November 2025.

College Advisory Board members bring their experience as parents, educators and/or community members to the College at Board meetings. Typically, there are 8-10 meetings or other event commitments per year of approximately 2 hours' duration. The meetings take place on Wednesday evenings from 7.00pm

Nominee name in full:							
Address:							
Email:							
Phone number/s:							
Parent/Guardian of:							
Member type:	☐	Parent	☐	Staff	☐	Community	☐
Term:	This appointment is for two years.						
Nominated by (if not self-nominated):							
Nominator contact email and phone if not self-nominated:	Phone:						
	Email:						

Please provide a short paragraph outlining the experience you would bring to the Gleeson College Advisory Board. If a vote is required, this will be used in the information to assist in the selection process.

Candidate Statement:	
Signature of Nominee:	Date:

Nomination requirements:

We ask that self-nominated new potential members of the Board submit their completed Nomination Form together with the following in one combined file:

- Completed CESA Volunteer Application Package ([link](#))
- Volunteer WHS Consent and Acknowledgement (page 16 of Induction Pack)([link](#))
- Completed CESA Volunteer Declaration Form ([link](#))
- A copy of your current Police Check clearance (Archdiocesan Police Check or Working with Children Check), if you hold one. If you do not have one, please [click here](#) to apply for a Volunteer Working with Children's Check. This clearance is not required as part of the nomination process but must be provided prior to commencing on the Gleeson College Board.
- A copy of your current certificate in Responding to Risks of Harm Abuse and Neglect – Education and Care (RRHAN-EC) if you hold one. If you do not have one, please [click here](#) to create a plink account (select account type 'Volunteer') and complete the training titled '**Responding to Abuse and Neglect – Education and Care online course for volunteers**'. This clearance is not required as part of the nomination process but must be provided prior to commencing on the Gleeson College Board.

Criteria for potential members of the Gleeson College Board:

Potential members of a school advisory board should:

- possess an enthusiasm for and willingness to promote the mission of Catholic schools;
- bring to the advisory board their gifts and skills;
- desire to give service to their school community;
- understand the advisory board's role;
- have an ability to work cooperatively and constructively with all members of the advisory board;
- be prepared to undertake induction and formation;
- always maintain strict confidentiality regarding all advisory board matters;
- understand and comply with the Code of Conduct for School Advisory Board Members;
- understand and comply with the Conflict of Interest Procedure 2020;
- have sufficient time to devote to advisory board duties; and
- comply with all the requirements for being a volunteer in a school, as described in the CESA Engaging and Inducting Volunteers Procedure and obtain any other clearances or checks as required from time to time.

The Role of the Gleeson College Board:

The Gleeson College Advisory Board is an important expression of the educational partnership that exists between the College, families, parishes, and the wider community. They are:

- the formal voice of the community to the principal;
- a forum for discussion and discernment, where parent and community perspectives are available to advise and support the decisions made by the principal;
- a consultative, review and advisory body;
- a sounding board for all stakeholders;
- a point of liaison for families, staff and parishes; and
- part of the broader governance framework of Catholic education.

The Gleeson College Board does not:

- have decision-making authority;
- run the daily operations of the College;
- discuss individual issues relating to teachers, staff or parents;
- represent specific interest groups or permit special interests to dominate meetings.