



Religious Education & Mission Accreditation Policy

September 2022

CATHOLIC SCHOOLS BROKEN BAY

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Rationale

"My mission of being in the heart of the people is not just a part of my life or a badge I can take off; it is not an "extra" or just another moment in life. Instead, it is something I cannot uproot from my being without destroying my very self. I am a mission on this earth; that is the reason why I am here in this world. We have to regard ourselves as sealed, even branded, by this mission of bringing light, blessing, enlivening, raising up, healing and freeing." *Pope Francis Evangelii Gaudium 273*

Leaders for Mission in Catholic Schools Broken Bay (CSBB) are Christ centred, providing authentic, professional Catholic education delivered with care and compassion. Leading is an intentional, ongoing and reflective way of life that focuses on the growth of individuals and communities from their lived experiences, in spiritual awareness, theological understanding, vocational motivation and developing their capabilities for mission and service in the world. All are called, by God, through Christ, in the Spirit, for others, and with others. (CSBB Leadership Framework)

Whilst appreciating the diversity of faith and life experience of staff, school and system leaders we seek to appoint staff possessing and committed to developing personal qualities, dispositions and pastoral gifts that support the vision & purpose of Catholic Schools Broken Bay;

"Our vision of providing authentic, professional Catholic education delivered with care and compassion centres on a purpose of - inspiring hearts and minds to know Christ, to love learning, to use their talents to be the very best they can be." *Towards 2025*

"We believe that in Christ we are provided the pattern of full maturity, to live life to the full (John 10:10). Our schools exist to form young people in Christ's vision of life as it has been interpreted by the Catholic community of faith over many centuries. As schools within the Catholic tradition, we are committed to the holistic development of each of our students - physically, intellectually, emotionally, socially and spiritually." *Catholic Schools Broken Bay Charter*

The ongoing evangelisation and Catholic formation of leaders and staff of Catholic schools holds the central place in the fulfilment of this purpose.

Guiding Principles and Objectives

This Policy:

- requires that all employees assuming their roles after the date of implementation will either have appropriate mission formation or participate in it within a specified period.
- requires that all employees continue to participate in formation opportunities appropriate to their respective roles.
- affirms the mutual responsibilities of individuals and Catholic Schools Broken Bay (CSBB) in the area of formation.

Policy Statement

This policy specifies five categories:

- for non-teaching support staff who work in CSBB
- for teachers in CSBB
- for coordinators in CSBB
- for teachers of Religious Education
- for those in school and system leadership

When appointing staff in the first four categories, Principals should do so with a view to realising the purpose of this Policy.

When appointing school & system leaders, the Director of Schools will do so with a view to realising the purpose of this Policy.

Induction programs and required qualifications in this Policy apply only to newly appointed permanent staff from the dates specified in the "Policy Statement" section of this Policy.

Teachers with a temporary appointment are encouraged to also fulfil these requirements.

NON - TEACHING SUPPORT STAFF

In addition to the qualifications and competencies pertinent to their role newly appointed support staff members, commencing from January 2023 onwards are required to participate in the equivalent of a one-day mission formation and induction program, ideally within their first year of employment. They are expected to maintain currency through the equivalent of at least three days of spiritual/mission formation every five years, generally through participation in staff spirituality days or other relevant formation programs. This also includes non-teaching roles in CCC e.g. Executive Support

TEACHERS

In addition to the qualifications and competencies pertinent to their professional role newly appointed permanent teachers, commencing from January 2023 onwards, are required to participate in the equivalent of a two-day mission formation and induction program within the first two years of appointment. This program may be held over several sessions. Teachers are expected to maintain currency through the equivalent of five days of appropriate mission formation every five years, generally through participation in school-based staff spirituality days or other relevant formation programs.

COORDINATORS

Coordinators include subject coordinators, year coordinators and primary school coordinators remunerated as coordinators. Coordinators also include teachers working in CCC e.g. Learning Partners. From the beginning of 2023, in addition to the qualifications and competencies pertinent to their professional role, newly appointed coordinators who have not gained or who are not in the process of gaining the qualifications required to teach Religious Education will be required to participate in the equivalent of a four-day program of mission formation over a four year period. In addition to maintaining the currency requirements expected of permanent teachers, all coordinators are required to participate in the equivalent of a further three days of mission formation every five years.

TEACHERS OF RELIGIOUS EDUCATION

- a. have completed six undergraduate units in Religious Education/Theology in an undergraduate teaching degree at a Catholic institution (if undergraduate study commenced from the beginning of 2013 or afterwards); or
- b. have undertaken four postgraduate units in Theology and/or Religious Education in an approved Catholic program at a tertiary institution.
- c. have complied with the 2001 Policy for the Professional Requirements for Teachers of Religious Education:
 - i. through accreditation or registration as teachers of Religious Education in CSBB or another Australian Diocese prior to 31 December 2011; or those who are deemed to hold equivalent qualifications; or
 - ii. through attainment of the equivalent of four undergraduate units in Religious Education/Theology at a Catholic tertiary institution, provided these units were commenced no later than 2012.

A teacher may be provisionally accredited for a period of up to five years on the condition of attainment of these requirements. Teachers are advised not to commence post-graduate studies in Theology or Religious Education until the beginning of their third year of employment as a teacher. Teachers of Religious Education may apply to the CSBB to subsidise post-graduate study.

In addition to the normal currency of religious formation for permanent teachers, Religious Education teachers should undertake an equivalent of three days of formation or a CSBB approved professional learning specifically related to the teaching of Religious Education every five years.

SCHOOL & SYSTEM LEADERS

Leadership at this level refers to:

- Principals, Assistant Principals, Religious Education Coordinators, Leaders of Evangelisation and Catechesis and Youth Ministry Coordinators
- Director of Schools, Workstream Leads, Strategy Leads

In addition to the qualifications and competencies pertinent to their professional role, persons appointed to these roles for 2023 onwards, must:

- be practicing Catholics and appropriately formed to be witnesses to the Gospel.
- be accredited to teach Religious Education (if applicable to your role)
- have completed a minimum of six units of study at a Masters level in Religious Education, Scripture, Theology, or Catholic Leadership in an approved Catholic tertiary institution (or CSBB recognised equivalent qualification)

School and System leaders may apply to the CSBB to subsidise post-graduate study.

An individual's contract may specify provisional accreditation for a period of four years conditional upon attainment of these requirements.

In addition to maintaining the currency of requirements expected of permanent teachers, these leaders should undertake the equivalent of a further five days of formation, professional learning or formal study, specifically related to leadership in mission, every five years.

Audience

All CSBB Staff

Applicability

Evangelisation & Catechesis Workstream Leads
Theological Expert Group

Key Responsibilities

Director of Schools is responsible for overseeing the development and implementation of processes to ensure compliance with the Religious Education and Mission Accreditation Policy.

Principals are responsible for the development, implementation, culture building and publishing of the Religious Education and Mission Accreditation Policy in their schools in accordance with system requirements.

All CSBB Staff are expected to be committed to understanding and complying with the Religious Education and Mission Accreditation Policy.

Related Resources

- [CSBB Mission Accreditation Weebly](#)
- [Leadership Framework](#)
- [CSBB Catholic Charter](#)
- [Framework for Formation for Mission in Catholic Education \(NCEC\)](#)

Related Processes/Procedures

Category	Target Group	Minimum Requirements	Currency	Provisional Accreditation
Accreditation to Work	All CSBB Non-teaching staff e.g. LSA, SCEO, Executive Support	Catholic/Committed to our Catholic Culture One day of formation in the first year	3 days every 5 years	N/A
Accreditation to Teach	All TEACHERS who do not teach Religious Education e.g. music, PE etc	Catholic/Committed to our Catholic Culture Two days of formation in the first 2 years.	5 days every 5 years.	N/A
Accreditation to Lead	Coordinators	Catholic/Committed to our Catholic Culture Four days in 4 years.	5 days every 5 years + a further 3 days every 5 years	N/A
Accreditation to Teach Religious Education	Teachers of Religious Education	Catholic 6 units undergraduate RE/Theology OR 4 units postgraduate	5 days every 5 years + a further 3 days every 5 years	5 years max.
Accreditation for System leaders		Catholic Accreditation to teach RE 6 units of Masters Level study in RE/Theology/Catholic Leadership	5 days every 5 years + a further 5 days every 5 years	4 years max.

Related Policies

N/A

Review

The Religious Education and Mission Accreditation Policy and related Procedures/Processes will generally be reviewed every five (5) years unless there is a system requirement to do so earlier.

Revision/Modification History

Date	Version	Current Title	Summary of Changes	Approval Date	Commencement Date
26/9/22	no.4	Religious Education and Mission Accreditation Policy	Inclusion of CCC staff Title change Recognition of broader formation experiences Terminology change Aligned to Towards 2025 goals and vision		January 2023
1/3/17	no. 3	Mission Accreditation Policy			
27/1/12	no. 2	Accreditation policy for staff in the diocesan school system in respect to the mission of the church			

Approval Date/Revision Schedule

Approved by: Danny Casey – Director of Schools

Date Approved:

Date of next review: September 2027

