Mr Matthew Osborne  
Principal  
Mr Steve Morice  
School Board Chair  
Comet Bay Primary School  
85 Mitangala Drive  
SECRET HARBOUR WA 6173  
H184A

Dear Mr Osborne and Mr Morice

Thank you for sending me the Delivery and Performance Agreement and Business Plan for Comet Bay Primary School. I am pleased to inform you that I have accepted and signed the Delivery and Performance Agreement, which is attached.

I look forward to following the progress of the school over the next three years and to see the exciting flexibilities that being an Independent Public School bring to your school community.

As the School Board has played a key role in developing the Business Plan, it would be appropriate for the community to be able to view the plan. You may consider placing it on the school’s website.

As part of the first intake of Independent Public Schools, your school has played a crucial role in the early success of the initiative. I am confident that the school will continue to assist in refining the initiative and exploring further flexibilities required to deliver the best possible educational experiences for your students.

I wish the Comet Bay Primary School community all the very best for the future as an Independent Public School.

Yours sincerely,

[Signature]

SHARYN O’NEILL  
DIRECTOR GENERAL

Att.
Independent Public Schools

Comet Bay Primary School Delivery and Performance Agreement

Commencement date: 31 May 2010
Review date: 19 April 2013
Section 1: Resourcing and support

Financial resources

Comet Bay Primary School will be resourced on the same basis as all public schools. However, the resources will be allocated in a one-line budget so the school can allocate the resources in ways that best enable it to implement its business plan\(^2\).

The resourcing schedule (Appendix 1) is based on school classification, context of the school, number of students and student profile. A salary component is allocated within the one-line budget that allows the school to determine the staffing profile that best meets its needs.

School support

The Department will provide support to Comet Bay Primary School that includes but is not limited to:

- student support services including attendance, participation, student exclusions and managing student behaviour
- support for the management of critical incidents
- curriculum support including access to professional learning for system initiatives and programs
- information and communication technology programs and support for system approved programs and software
- buildings, maintenance and infrastructure including provision of transportable classrooms in growth areas
- financial services
- workforce management including graduate teacher support and induction
- legal advice
- employee support service
- central reporting and management of allegations of misconduct.

The Department will also represent Comet Bay Primary School in industrial negotiations and provide support on legal and industrial matters.

\(^2\) The business plan is a long term strategic plan that outlines strategies to achieve student improvement targets.
Section 6: Business plan

The business plan will outline student performance improvement targets and specify:
- what is to be improved
- by how much
- by when.

The business plan will describe key focus areas and operational strategies intended to have maximum impact on overall school performance. Resources (human, fiscal and physical) assigned to these strategies and indicators of success need to be clearly identified.

The Director General is accountable for meeting Government cross-agency targets. The business plan must include strategies to increase the number of women in leadership positions and employment of people from culturally diverse backgrounds, Aboriginal Australians and people with disability.

A more detailed explanation of the scope of student performance targets and key operational strategies are outlined in the explanatory notes attached.

Section 7: Endorsement of agreement

Name of Principal

Signature of Principal

Date 31/5/10

Name of Chair, School Board

Signature of Chair, School Board

Date 31/5/10

Name of Director General

Signature of Director General

Date 25/06/10

Attachments:
1. 2010 resourcing schedule
2. Business plan