



Department of
Education

Naming of Public Schools and Facilities Policy

Effective date: 6 August 2019

Version: 2.0

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1. Policy statement

The Department of Education (the Department) names schools and facilities in accordance with Ministerial direction.

2. Policy rules

Ministerial approval must be obtained for the naming of schools and facilities.

Principals will follow the process for Ministerial approval detailed in the Naming of Public Schools and Facilities Procedures.

3. Responsibility for Implementation and Compliance

Principals are responsible for implementation of the policy.

The Director, Asset Planning and Services and Director, Public Schools Planning, are responsible for compliance monitoring.

4. Scope

This policy applies to all employees.

5. Supporting Procedures

[Naming of Public Schools and Facilities Procedures](#)

6. Related documents

Relevant legislation or authority

Public Sector Management Act 1994

School Education Act 1999

7. Contact information

Policy manager:

Director, Asset Planning and Services

Policy contact officer:

Director, Asset Planning and Services

T: 9264 4573

8. History of changes

Effective date	7 December 2012
Last update date Policy version no.	1.0
Notes	Approved by Corporate Executive 16 November 2012. D12/0812988
Effective date	7 December 2012
Last update date	12 September 2018
Policy version no.	1.1
Notes	Minor changes to include reference to Public Schools D18/0151652, and changes to position titles and contact D18/0404760.
Effective date	6 August 2019
Last update date Policy version no.	2.0
Notes	Approved by the Director General on the 17 July 2019. D19/0318612

9. More information

Supporting content

Procedure

[Naming of Public Schools and Facilities Procedures](#)

Policy review date

6 August 2022

