Department of Education
Learners first, connected and inspired

Partnering with External Organisations

Policy
1. **Scope (audience and applicability)**

This policy applies to the development and approval of partnership agreements or memoranda of understanding with external organisations by all business units and education settings within the Department of Education.

2. **Purpose**

The purpose of this policy is to provide a consistent approach to developing and approving written partnerships with external organisations to ensure that all partnerships:

- are consistent with *Learners First*, its vision, mission, priorities and its values of learning, excellence, equity, respect and relationships
- are consistent with whole-of-agency partnerships that already exist
- demonstrate a link to improving the learning and development outcomes of Tasmanian learners
- appropriately manage risk and have no unintended legal consequences.

3. **Definitions**

**Educational settings**

Include schools, senior secondary schools, early childhood settings including ECIS, Child and Family Centres and LINC.

**External organisations**

Include non-government organisations (NGOs), not for profit organisations, sporting clubs and other third party providers.

**Partnering Agreement or Memorandum of Understanding (MoU)**

These terms are used interchangeably. A partnership is a mutually beneficial relationship that extends beyond what educational settings, the department and other organisations can achieve in isolation and is a relationship where all partners work together to achieve common goals and outcomes for learners.

The department has a [standard MoU template](#) that must be used.
4. Policy Statement

A key driver for the department is the development of meaningful partnerships with all stakeholders to collectively achieve educational and skills development outcomes for all learners in Tasmania.

5. Requirements

Partnerships must make a contribution to the learning, development and wellbeing outcomes for Tasmanian learners.

Partnerships must only be established with organisations whose values, products, services, purposes and objectives are consistent with the Learners First values, priorities, policies and objectives.

Partnerships must work within the government’s culture of collaboration. The Tasmanian Government Approach to Collaboration outlines the benefits and costs of collaboration and identifies six critical factors for working together successfully:

- Leadership
- Trust
- Shared Aims
- Membership
- Accountability
- Information sharing

From time to time, the department enters into whole-of-agency partnerships with external organisations.

Partnerships must have the in-principle approval of General Managers/Managers prior to negotiations being undertaken.

Partnership agreements or MoUs must not be undertaken if a contract, lease, licence or casual hire agreement is more appropriate.

6. Risk Management

A risk assessment must be undertaken for all partnerships with external organisations.

7. Associated Documents and Materials

The following documents are available from www.education.tas.gov.au (Search for the Doc ID)

- Partnerships in Learning – Policy Driver (Doc ID: TASED-4-1397)
• Partnering with External Organisations Procedures (Doc ID: TASED-4-4948)

• Sponsorship and Commercial Arrangements for Educational Settings Procedures (Doc ID: TASED-4-3183) [Staff access only]

• Tasmanian Government Approach to Collaboration

• Department MoU Template (Doc ID: TASED-4-4950)

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