

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009

I, Kristian Downing, being the Board Chair of the Association of Independent Schools of South Australia (AISSA), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 
.....
Kristian Downing, AISSA Board Chair

Dated: 7 January 2021

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au.]*

ANNEXURE A**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

Changes to Offices and Office Holders in the Organisation and its Branches:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
N/A	16/12/2020	Board Member (Group of up to four (4) other persons)	Vacant	Jason Haseldine	c/o 128 Greenhill Road, Unley SA 5061	School Director – Finance & Administration
N/A	16/12/2020	Board Member (Group of up to four (4) other persons)	Vacant	Michael Potter	c/o 128 Greenhill Road, Unley SA 5061	School Principal



24 November 2020

Carolyn Grantskalns
Chief Executive
The Association of Independent Schools of South Australia
Sent via email: grantskalnsc@ais.sa.edu.au

Dear Carolyn Grantskalns

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2020/100)

I acknowledge receipt of a Notification of Change to the office holders of the Association of Independent Schools of South Australia.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
2/09/2020	N/A	Board Member (Governor of a Member School) vacancy	Yes

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Thank you for your correspondence.

Yours sincerely

Registered Organisations Commission

GPO Box 2983, Melbourne VIC 3001
Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
Website: www.roc.gov.au

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009

I, Kristian Downing, being the Board Chair of the Association of Independent Schools of South Australia (AISSA), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

A handwritten signature in dark ink, consisting of the initials 'KD' followed by a long, horizontal, slightly wavy line that extends across the width of the signature area.

Kristian Downing, AISSA Board Chair

Dated: 2 September 2020

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au.]*

ANNEXURE A

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Changes to Offices and Office Holders in the Organisation and its Branches:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
N/A	30/08/2020	Board Member (Governor of a Member School)	Paul Rogers	Vacant	Vacant	Vacant



23 November 2020

Carolyn Grantskalns
Chief Executive
The Association of Independent Schools of South Australia
Sent via email: grantskalnsc@ais.sa.edu.au

Dear Carolyn Grantskalns

The Association of Independent Schools of South Australia's annual return of information (Annual Return) lodged under subsection 233(1) of the RO Act

Thank you for providing your declarations and information (Annual Return) lodged under subsection 233(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).

Summary of your Annual Return and Review Outcome

Year 2020
Matter number AR2020/100
Lodgement date 2 March 2020
Review Primary Review
Result FILED

Your primary review

Your Annual Return had a **primary review** which checked whether it was signed by an officer, lodged on time, the required declarations were made, included the list of offices and office holders and whether you met the requirements that the ROC raised with you last year. A primary review does not examine all the requirements of subsection 233(1).



Your Annual Return satisfied the requirements of the primary review and has been uploaded to the ROC website.

The ROC's risk-based approach

This year your Annual Return was assessed against a primary review. A primary review does not check all legislative requirements.

Over a five year period the Annual Return of every organisation will be subject to at least one advanced review. An advanced review is a more comprehensive review.

The ROC's [advanced review checklists](#) are published on our website.

Do you have questions?

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the ROC's subscription service](#).

If you have any queries we can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au.


Yours sincerely

Registered Organisations Commission

ANNUAL RETURN OF INFORMATION (organisation with no branches) in accordance with Regulation 147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 and 233 Fair Work (Registered Organisations) Act 2009

I, Kristian Downing, being the Board Chair of the Association of Independent Schools of South Australia (AISSA), declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the Fair Work (Registered Organisations) Act 2009 (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
 - The address of the organisation is 128 Greenhill Road, Unley, SA 5061.
 - The organisation has no branches and no branches have ceased or commenced in the previous 12 months.
 - On 31 December in the previous year the number of members was 103.
 - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
 - Under the rules of the organisation, the following elections must be held between 1 January and 31 December of THIS YEAR:
 - Board Members (7)*
 - Executive Committee Members (2)*
 - The organisation:
 - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed: 
.....
Kristian Downing, AISSA Board Chair

Dated: *26.2.20*
.....

[PLEASE NOTE: This declaration must be lodged with the Registered Organisations Commission by 31 March. It can be submitted to regorgs@roc.gov.au. If at any time in the year this information changes a Notification of Changes must be lodged with the ROC within 35 days of the change.]

ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Offices and Office Holders in the Organisation:

Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Principal from a Primary only School	Luke Ritchie	c/- 128 Greenhill Road, Unley SA 5061	School Principal
Principal from any Member School	Heidi Payne	c/- 128 Greenhill Road, Unley SA 5061	School Co-Principal
Principal from any Member School	Dominic Hopps	c/- 128 Greenhill Road, Unley SA 5061	School Principal
Governor of a Member School (& Chair)	Kristian Downing	c/- 128 Greenhill Road, Unley SA 5061	Company Director
Governor of a Member School	Kym Wallent	c/- 128 Greenhill Road, Unley SA 5061	Retired
Governor of a Member School	Don Grimmett	c/- 128 Greenhill Road, Unley SA 5061	School Principal
Governor of a Member School	Paul Rogers	c/- 128 Greenhill Road, Unley SA 5061	Business Coach
Person employed by a Member School as a Bursar, Business Manager or Administrator	Brenton Howell	c/- 128 Greenhill Road, Unley SA 5061	School Business Director
Group of up to four (4) other persons (& Deputy Chair)	Rebecca Clarke	c/- 128 Greenhill Road, Unley SA 5061	School Principal
Group of up to four (4) other persons	John Proeve	c/- 128 Greenhill Road, Unley SA 5061	Executive Director
Group of up to four (4) other persons	Vacant	Vacant	Vacant
Group of up to four (4) other persons	Vacant	Vacant	Vacant
Principal from a Secondary or R-12 School or any Member School	Vacant	Vacant	Vacant