



# TASSO

TASMANIAN  
ASSOCIATION OF  
STATE  
SCHOOL  
ORGANISATIONS

## 2026

# Engagement and Important Dates

As the peak body for Tasmanian Associations of State School Organisations, we are hosting a range of networking events, workshops, information sessions and engagement activities to best support the members of School Association Committees throughout Tasmania.

## FEBRUARY

- 5th | Term 1 commences

## MARCH

- School Association Committees hold their AGMS
- 24<sup>th</sup> | Consider joining your School Association Committees Session

## APRIL

- 9<sup>th</sup> | School Association Committee | Committee Roles Sessions
- 18<sup>th</sup> | Term 1 School Holidays

## MAY

- 4<sup>th</sup> | Term 2 commences
- 12<sup>th</sup> | Community of Practice | School Association Committee
- 20<sup>th</sup> | Introduction to the Model Constitution Session
- 28<sup>th</sup> | Grant Writing Foundations Session

## JUNE

- 9<sup>th</sup> | Financials and Risk Session
- 25<sup>th</sup> | Governance Session

## JULY

- 11<sup>th</sup> | Term 2 School Holidays
- 27<sup>th</sup> | Term 3 commences
- 30<sup>th</sup> | Community of Practice | School Association Committee

## AUGUST

- 20<sup>th</sup> | TASSO AGM + Fundraising Session
- 25<sup>th</sup> | Risk Smart – Strengthening Your School Association Committee Session

## SEPTEMBER

- 25<sup>th</sup> - 27<sup>th</sup> | TASSO Network Gathering
- 30<sup>th</sup> | Strategic Planning Session

## OCTOBER

- 3<sup>rd</sup> | Term 3 School Holidays
- 19<sup>th</sup> | Term 4 commences
- 29<sup>th</sup> | Volunteer Engagement Session

## NOVEMBER

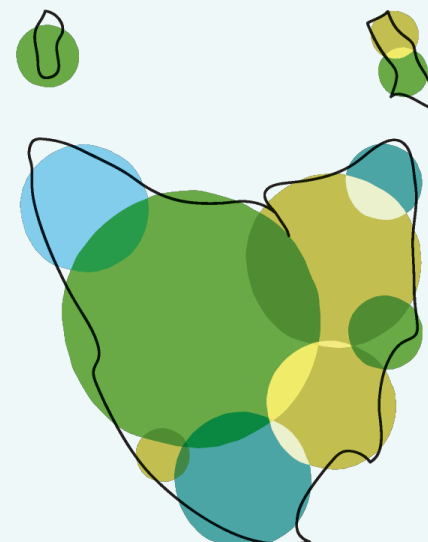
- 3<sup>rd</sup> | Community of Practice | School Association Committee
- 10<sup>th</sup> | Advocating for Your School Association Session
- 17<sup>th</sup> | Story Telling your Impact

## DECEMBER

- 19<sup>th</sup> | School Holidays commence

## TASSO CONNECT eNews

- This online communication is sent monthly.
- You can request news items to be included by contacting [info@tasso.org.au](mailto:info@tasso.org.au)
- The deadline is the second Friday of the month for the month ahead.



(03) 6243 7718



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# Information Sessions explained

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### Consider joining your School Association Committees

School Associations are central to every Tasmanian state school, and their committees help strengthen connections between families, staff, and the wider community. This session introduces what a School Association Committee (SAC) is, why they matter, and how you can get involved.

Participants will gain an understanding of the structure and responsibilities of SACs under the Education Act 2016, including governance, decision-making, and supporting school initiatives. We will outline how to nominate for a committee role, what to expect once you join, and the different ways you can contribute; as a member, office bearer, sub-committee participant, or event volunteer.

We will also explore the personal and community benefits of joining your SAC: building relationships, learning new skills, and helping improve outcomes for students. By the end of the session, you will have a clear picture of how SACs operate, the rewarding opportunities they provide, and the practical steps to get involved in your school's committee.

### School Association Committee Fundraising Session

Fundraising plays a vital role in supporting school initiatives and enhancing student experiences.

This session will guide School Association Committees through effective fundraising strategies, planning, and compliance with relevant policies and regulations. Learn how to engage your school community, set achievable goals, and run successful events that align with your school's values.

### School Association Committee Committee Roles Session

A well-functioning School Association Committee relies on clear roles, shared responsibilities, and strong collaboration.

This session will outline the key roles within a committee; such as Chair, Secretary, Treasurer, and general members; and explain their responsibilities, expectations, and how they contribute to effective governance.





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Our Offerings

### **School Association Committee Introduction to the Model Constitution**

The School Association Committee Model Constitution sets the framework for how School Associations in Tasmania operate, outlining the rules, responsibilities, and powers that guide committees in their governance role.

This session introduces the Model Constitution in a clear and practical way, helping members understand what it means for their committee and how it shapes decision-making.

Participants will explore the key elements of the Model Constitution, including committee membership and structure, roles of office bearers, meeting requirements, and the responsibilities of members. The session will also highlight the functions and powers of School Associations under the Education Act 2016, from contributing to school policy and planning, to fundraising and community engagement.

We will unpack what Principals are required to provide to the committee and clarify boundaries between governance and day-to-day school management. By the end, participants will have a clear understanding of how the Model Constitution supports effective, transparent, and collaborative School Association Committees, and where to find resources to guide their ongoing work.

### **School Association Committee Volunteer Engagement Session**

Volunteers are the heart of every successful School Association.

This session focuses on how to attract, engage, and retain volunteers to support your school's goals. Learn practical strategies for building a welcoming culture, recognising contributions, and matching people's skills with meaningful opportunities – using TASSO's resource: Volunteer Engagement Resource Guide.

### **School Association Committee Financials and Risk Session**

Sound financial management and risk awareness are essential for the success and integrity of School Association Committees.

This session will cover the fundamentals of managing committee finances, including budgeting, reporting, and compliance with relevant policies. It will also explore how to identify, assess, and mitigate risks associated with events, fundraising, and governance. Utilising TASSO's resource – The Treasurers Toolkit.



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### **School Association Committee Risk Smart – Strengthening Your School Association Committee**

TASSO invites all School Association Committee (SAC) members to join our interactive Risk Smart workshop – a practical session designed to help you better understand, plan for, and manage risk in your committee's activities.

Whether you are organising a school disco, coordinating a raffle, or leading a major fundraiser, knowing how to identify and reduce risks is essential. This 90-minute to 2-hour session (delivered online or in-person) will walk you through key risks facing SACs, outline a simple 5-step risk management process, and guide you in developing your own Risk Register.

Participants will receive a suite of tailored resources, including:

- A Fundraising Compliance & Safety Checklist
- A Guide to Insurance and Coverage
- An Annual Risk Review Planner

Learn how to protect your school community, support safe volunteering, and feel confident in your SAC role.

Be proactive, not reactive – register now and build your committee's capacity for safe and successful governance.

### **School Association Committee Grant Writing Foundations Session**

Grants can provide valuable funding to support school projects, programs, and improvements.

This session introduces the foundations of successful grant writing, tailored for School Association Committees. Learn how to identify suitable grant opportunities, understand key application components, and write clear, compelling proposals.

### **School Association Committee Advocating for your School Association Session**

Advocacy is a powerful way for School Associations to influence positive change for students, families, and school communities.

This session introduces a simple, repeatable advocacy cycle tailored for School Association Committees. Learn how to define issues clearly, gather evidence, map allies, and engage decision-makers respectfully and effectively. We will also explore how to stay apolitical while working alongside your principal, raise your collective voice, and contribute to processes such as the State Government's Budget Priority Submission.





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### **School Association Committee Measuring & Communicating your Impact | Storytelling for School Association Committees**

Sharing your committee's achievements through storytelling is a powerful way to inspire, engage, and build community support.

This session will explore how to effectively communicate the impact of your work; whether it is through newsletters, social media, school events, or reports.

Learn how to craft compelling stories that highlight outcomes, celebrate volunteers, and demonstrate the value of your efforts. We will cover practical tips for gathering stories, using visuals, and tailoring messages to different audiences.

### **School Association Committee Strategic Planning Session**

Strategic planning helps School Association Committees set clear goals, align efforts, and make informed decisions that benefit the whole school community.

This session will introduce the fundamentals of strategic planning, including how to define a vision, set achievable objectives, and develop action plans that reflect your school's unique needs and priorities. Learn how to engage your committee and community in the planning process, monitor progress, and adapt as needed.

### **Community of Practice | School Association Committee**

School Association Committees thrive when members connect, share, and learn from one another.

This Community of Practice (CoP) introduces the opportunity of a dedicated conversation tailored for School Association Committees.

Engage with the CoP to collaborate and build a collective knowledge to strengthen leadership across school association committees.

