

Infrastructure Framework

Advice to principals regarding MACS board-approved policies and forms – June 2026



Melbourne Archdiocese
Catholic Schools

The MACS board and executive director have approved changes to policies, templates, procedures and forms following review of the Infrastructure Framework. The updated documents are listed below.

Principals should note or action the following:

- all board-approved policies and associated documents are labelled v[version number].0 – [year of approval], e.g. v2.0 – 2023
- the current, approved policy version must be used by schools/colleges and published on the school/college website where indicated
- policies/documents must be contextualised by the school/college where indicated
- existing school policies/documents should be checked to ensure they are the current, approved versions
- actions must be completed by the dates indicated below. If no date is indicated the change should be made as soon as practicable.

Board-approved document name	Previous version or document (if different to the board-approved document)	Change	Actions required
School Master Plan Policy – v4.0 – 2026	School Master Plan Policy – v3.0 – 2024	• Policy now clearly aligns MACS Mission and governance requirements. • Not all schools automatically required to have a master plan. Now applies mainly to schools with enrolment growth, condition issues, secondary schools, or specific needs. • Clearer roles and responsibilities which introduces a formal role for the Infrastructure Design Advisory (IDA) team to guide and support schools through the process.	• Principals to ensure relevant staff are aware of the updated policy • No requirement for publication on school website



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		- Architects must come from the approved MACS panel and follow set selection processes. - Replaces separate educational and architectural briefs with a single education and design brief, supported by IDA. - More detailed expectations for design focused on inclusion and accessibility (universal design), student safety and wellbeing, technology, sustainability, and long-term use. - Updated terminology and organisational references (e.g. VCEA replaces CCG, with revised role titles).	
School Master Plan Procedures – v2.0 – 2026		- Master plan cycle standardised to eight years for all schools (removed 4-year cycle distinction). - Submission and approval authority updated to Chief Planning and Infrastructure Officer (replacing General Manager approval). - Infrastructure Design Advisory (IDA) team as central support for schools through the process. - Requirement that architects must be selected from the approved panel.	- Principals to ensure relevant staff are aware of the updated policy - No requirement for publication on school website

Board-approved document name	Previous version or document (if different to the board-approved document)	Change	Actions required
		• Increased alignment with MACS strategic documents (e.g. Vision for Instruction, Vision for Engagement, and Catholic identity design guidance). • New and stronger emphasis on universal design, inclusion and accessibility in planning and design. • Greater expectation of central involvement and guidance by MACS IDA across planning, briefing and architect selection. • Updated terminology and organisations (e.g. VCEA replaces CCG, updated role titles). • Updated area standards, including increase in primary space provision (6.13m² → 7.60m² per student) and addition of specialist spaces (e.g. STEAM, art, etc). • Introduction of formal process flowcharts for master plan development, architect appointment, and master plan endorsement.	