



Risk Management Policy

1. Introduction

Melbourne Archdiocese Catholic Schools Ltd (**MACS**) is a company limited by guarantee established in 2021 by the Archbishop of the Catholic Archdiocese of Melbourne to assume the governance and operation of MACS schools across the Archdiocese of Melbourne. MACS subsequently established Melbourne Archdiocese Catholic Specialist Schools Ltd (**MACSS**) to provide educational services to children with diverse learning needs. and Melbourne Archdiocese Catholic Schools Early Years Education (**MACSEYE**) to provide early years care and education services.

The [Statement of Mission](#) in the MACS Constitution, and the constitutions of its subsidiaries, MACSS and MACSEYE, sets out the Archbishop's expectations of Catholic schooling in the Archdiocese and provides an important context and grounding for the company and the direction which the MACS Board must always observe in the pursuit of the company's objects.

The Board must ensure that all policies and procedures concerning the operations of MACS, and its subsidiaries are consistent with the Statement of Mission and company objects, as well as any directions issued by the Archbishop from time to time.

2. Purpose

This policy ensures a consistent process for the identification, assessment, treatment and monitoring of risk across MACS and is consistent with the International Standard for Risk Management (AS/NZS ISO 31000:2018) and the MACS Risk Management Framework (the Framework).

3. Scope

This policy applies to MACS offices and MACS schools, including specialist schools operated by MACS subsidiary, MACSS and school boarding premises operated by MACS Schools (**MACS Schools**).

4. Principles

MACS applies the following principles to risk management:

- creates and protects value
- is systematic, structured, and timely
- accounts for human and cultural factors
- is responsive to change
- is integrated into the MACS 2030 strategy, processes, and decision-making
- is transparent and inclusive and
- leads to continuous improvement.

5. Policy

The MACS Board (through the Child Safety and Risk Management Board Committee (CSRMC)) is accountable for overseeing and monitoring the assessment and management of risk across all of MACS. This includes child safety risks as required under the Ministerial Order 1359 – Implementing the Child Safe Standards – Managing the Risk of Child Abuse in Schools and School Boarding Premises.

MACS, including all schools, is committed to proactively managing risks in line with the Framework . aligned to the Risk Appetite Statement developed and reviewed annually by the office of the Director, Governance and Legal. and approved by the Board.

MACS Staff are expected to apply sound and informed risk management principles to their decision making, practices and operations. This includes maintaining a current risk register that covers all school risks including child safety risks.

MACS will support staff to recognise and understand their risk obligations by providing education, training and information.

6. Roles and responsibilities

All MACS staff have a responsibility for risk management within MACS – this is articulated in the *Risk Commitment Statement*. Staff should be conscious of the need to make risk informed decisions in their day to day work, which may range from decisions that impact the health, safety and wellbeing of themselves and others, to financial, operational and strategic decisions impacting the MACS 2030 Strategy and corporate objectives.

Refer to the Risk Management Framework for further details on roles and responsibilities.

7. Definitions

Definitions of standard terms used in this document can be found in MACS Glossary of Terms.

Risk Management Framework

The Risk Management Framework provides the overall framework, direction and oversight for the systematic, disciplined, and consistent identification and assessment of risks (including opportunities), and for transparent and efficient management. This policy forms part of and supports the Risk Management Framework. Refer to the Risk Management Framework for further elaboration on the following definitions:

- the risk rating methodology, including the development of risk thresholds for defined risk consequences
- risk appetite
- management of controls within defined risk thresholds; and
- the objectives of the risk management program.

Risk register

A list that records identified risks, assesses their impact and describes the actions (controls) to be taken to mitigate them. Typically, it describes the risk, the causes of that risk and the person or group responsible for managing the risk.

8. Related policies and documents

Supporting documents

Child Safety Risk Register
Risk Register
Risk Appetite Statement

Related MACS policies and documents

Child Safety and Wellbeing Policy
Compliance Management Policy
Health, Safety and Wellbeing Policy
Risk Management Framework

9. Legislation and standards

Corporations Act 2001 (Cth)
Australian Charities and Not-for-profits Commission Act 2012 (Cth)
Education and Training Reform Act 2006 (Vic)

Education and Training Reform Regulations 2017
 Ministerial Order No. 1359 – Implementing the Child Safe Standards – Managing the risk of child abuse in schools and school boarding premises
Child Wellbeing and Safety Act 2005 (Vic)
Education Services for Overseas Students Act 2000 (Cth)
 National Code of Practice for Providers of Education and Training to Overseas Students 2018
National Vocational Education and Training Regulator Act 2011 (Cth)
 Standards for Registered Training Organisations (RTOs) 2015
Education and Care Services National Law Act 2010 (Cth)

Education and Care Services National Regulations 2010

Policy information

Responsible executive	Director, Governance and Legal
Policy owner	General Manager, Risk, Compliance and Assurance
Approving authority	MACS board
Assigned board committee	Child Safety and Risk Management
Approval date	3 December 2025
Risk rating	Extreme
Review by	December 2026
Publication	CEVN, MACS office intranet

POLICY DATABASE INFORMATION	
Assigned framework	Risk Management
Supporting documents	See list of supporting documents
Superseded documents	MACS Risk Management Policy – v1.0 – 2021 Risk Management Policy – v2.0 – 2023