

Sample Document  
**School  
Partnership  
Agreement**





## Introduction

This document should be read in conjunction with Global Connect's 'Guidelines for Effective School Partnerships' and exists as a guide only to what a partnership agreement between an Australian Christian school, and a school overseas, might include. Sample documents are provided for educational and guidance purposes only. They are not standard forms and should not be used as such. They may also have been modified or altered since being initially drafted.

The documents should be used only after a thorough review and understanding of their contents. Because these documents have been drafted to provide general guidance, the actual content of a particular document may not be appropriate for your school. Schools should pay particular attention to requirements for the use of Commonwealth and State/Territory funding and school registration requirements.

Therefore, while this document may serve as a starting point for drafting or revising similar documents, competent professional advice is strongly recommended. Global Connect expressly disclaims any liability arising from the use of this sample document.



# MEMORANDUM OF UNDERSTANDING BETWEEN

SCHOOL X NAME, STATE/TERRITORY, AUSTRALIA

AND

SCHOOL Y NAME, STATE/TERRITORY, COUNTRY

## 1 TERM OF AGREEMENT

School X in State/Territory, Australia (full address of school) and School Y in State/Region, Country (full address of school), hereby agree to enter into a meaningful, mutually beneficial partnership in order to expand educational opportunities, improve educational outcomes, develop fellowship and cooperation between the two schools and promote cultural awareness between students in Australia and (Country), as well as unifying the body of believers around the world.

## 2 MISSION AND VISION STATEMENTS

School X and School Y commit to carry out this partnership in such a manner that upholds and respects the mission and vision of both schools.

**School X:**

**School Y:**

## 3 PARTNERSHIP GOALS

**Goals below are a guide only.**

- » To strengthen relationships, understanding and appreciation between students in School X and School Y through mutual prayer support, regular communication of school news, student stories and updates, etc.
- » To increase cultural awareness and mutual respect between students in Country and Country, as well as increased understanding for students of their own culture and country
- » To provide opportunities for students in both schools to develop 21st century learning skills such as critical thinking, problem solving, creativity and communication

- » To provide opportunities for students and teachers in both schools to collaborate on community projects for mutual learning and positive change
- » To support the teaching of (language) in School X and (language) in School Y and to continue to teach the languages in their respective schools
- » To develop students into compassionate and active global citizens who celebrate diversity and gain the skills needed to operate effectively across cultures with different world views

## **4** PARTNERSHIP ACTIVITIES

**Activities below are a guide only.**

- » Exchange of prayer and praise points for mutual encouragement
- » Exchanges of information about curriculum, school policy and school events
- » Exchange of teaching resources, course materials and teaching strategies
- » Exchange of student work, email, letters, photos, student newspapers, etc to promote mutual understanding
- » Student or teacher exchange between schools
- » Language learning program between schools
- » Provision of teacher training, leadership development, or business management training
- » Collaborative project-based learning activities between classrooms or student groups
- » ICT communication between classrooms or student groups to collaborate in curriculum areas such as English, Art/Design, Geography, History, etc. This might involve students in the two schools posting, displaying and discussing their work.
- » Fundraising for exchange opportunities or for projects to be completed in either school

## 5 RESPONSIBILITIES AND POLICIES OF BOTH PARTIES

Responsibilities and policies below are a guide only.

### SCHOOL X COMMITS TO:

- » Establishing a group of students and staff to represent this partnership within the school and come up with ideas for activities, collaborative projects, and fundraising
- » Arranging an online call on a monthly basis between the representative groups of School X and school Y to brainstorm and discuss ideas for how to strengthen the partnership
- » Sending a team of teachers to School Y in YEAR to provide training in pedagogy, classroom and behaviour management, biblical worldview integration, working with special needs students, use of technology, etc.
- » Sending prayer points on a monthly basis to representatives from School Y
- » Sending examples of student work on a monthly basis
- » Developing intercultural classroom resources in collaboration with School Y

### SCHOOL Y COMMITS TO:

- » Establishing a group of students and staff to represent this partnership within the school and come up with ideas for activities, collaborative projects, and fundraising
- » Sending prayer points on a monthly basis to representatives from School X
- » Sending examples of student work on a monthly basis
- » Developing intercultural classroom resources in collaboration with School X
- » Receiving a group of teachers from School X in YEAR and hosting them within the community

### For financial transactions:

- » Implementing a school-wide fundraising program for four weeks to raise additional funds for School Y programs.

## **6** TERM OF AGREEMENT

This agreement is from DATE through DATE, and will be reviewed annually by the two schools to determine the future direction of this partnership, and its renewal.

## **7** MODIFICATION

This agreement may be modified with the written agreement of all parties named below.

## **8** PRIVACY AND CONFIDENTIALITY

The two schools acknowledge that confidential or private information may be exchanged in the carrying out of the partnership. Any such information that is exchanged remains the property of the school that provided it, and must not be disclosed or used by the other school unless in fulfilment of this agreement or with the expressed permission of the school. School Y undertakes to manage, store and use any information received in relation to the students of School X in accordance with Australian Privacy Principles.

## **9** DISPUTE RESOLUTION

If a dispute arises between the two schools in relation to the partnership, either school may give written notice of the dispute to the other school. The notice must set out the basis of the dispute and designate a representative with appropriate authority to negotiate the dispute. Within two weeks of receiving the dispute, the other school must respond and similarly designate a representative.

Both schools acknowledge that, should a dispute arise, they will negotiate the dispute in good faith and will endeavour to resolve the dispute such that the goals of the partnership can be fulfilled.

## 10 DISSOLUTION

This agreement can be nullified by the agreement of both parties or for the lack of performance on the part of either of the parties

## 11 SIGNATURES

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**Head of School, School X**

Address:

Phone:

Email:

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**Head of School, School Y**

Address:

Phone:

Email:

