

BS"D



# Yeshiva College Cheder Chabad

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Executive Director: Rabbi Doctor Dovid Slavin

## Yeshiva College Induction Policy

Yeshiva College's procedures for inducting each new responsible person are ensuring that each:

- completes 12 hours of study over a 3 year period. The 12 hours/units is to be delivered by a BOSTES approved provider and approved by the Board of Management.
- receives a tour of the School to see its buildings, grounds and facilities;
- receives a copy of the key governance documents. These include the constitution, code of conduct, delegation schedule, legal compliance and risk management frameworks, recent minutes and audited financial statements; and
- is made aware of the primary governance responsibilities of acting in the interest of the company/School, confidentiality and conflicts of interests.

The General Manager will maintain a register of the induction program for each new responsible person recording their name, the date of becoming a responsible person, role, qualifications, receipt of induction documents and the date, provider and nature of BOSTES approved induction training on the Yeshiva College induction register. The general manager will maintain this register for seven years from the year of induction.