The new Education Act

Flowchart for Naming Northern Territory government schools

Initial discussion with School Operations

- Principal to discuss naming process with School Operations (North or South) before commencing community consultation

Choosing a name

- School representative body works with the school principal to propose a name. The name of an educational facility is comprised of two sections:
  - unique descriptor – school location within the local community may influence this as it provides identity (ie. Parap, Centralian)
  - function descriptor – describes its status based on the services provided at the site as determined by the department (ie. Primary School, Senior College)

Consultation

- Principal to demonstrate consultation within the school community regarding the proposed name including in principle support from the Place Names Unit at the Department of Lands, Planning and the Environment (DLPE)

Formal application

- Following consultation, the Principal prepares a memo to the Director School Operations (North or South) seeking their assistance to obtain Ministerial approval.

Endorsement and approval

- Endorsement by Chief Executive
  - No
  - Yes

- Minister approves the new name by signing the instrument
  - No
  - Yes

Advice

- DLPE registers new name on the official Place Names Register web site
- School Operations (North or South) sends copy of the Gazette notice to the Place Names Unit at DLPE

Note: For specific details about each stage of the process please refer to the guidelines for Naming Northern Territory government schools

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