



The Association of
Independent Schools
of New South Wales

AISNSW Services and Support Directory 2025

Photo courtesy of Shire Christian School



We have six portfolios that deliver AISNSW services and support to Independent schools in NSW. Getting in touch is easy - and we're here to help.

Margery Evans
Chief Executive

Contact us



Phone our friendly Member Liaison Team who will connect you with the right team or expert.

(02) 9299 2845

OR



Log a request at
aisnsw.edu.au/contact-us
which will be directed to the right team.

Portfolios

Regulation, Community and Member Engagement



Douglas Melrose-Rae
dmelrose-rae@aisnsw.edu.au
0477 326 486

- Regulation, Policy and Compliance
- Teacher Accreditation
- Member Engagement
- Marketing and Communications
- Aboriginal and Torres Strait Islander Education
- Community Cohesion
- Early Childhood
- NAPLAN and International Tests
- Media and Government Liaison
- School Funding
- Data

School Operations and Governance



Cathy Lovell
clovell@aisnsw.edu.au
0419 241 465

- Workplace Management
- Child Protection
- Legal
- Governance
- School Reviews

Finance and Grants



David Buley
dbuley@aisnsw.edu.au
0418 246 481

- Finance
- Grants
- Block Grant Authority (BGA)

Leadership and Learning



Darryl Buchanan
dbuchanan@aisnsw.edu.au
0418 601 703

- The Leadership Centre
- The Evidence Institute
- Learning Design Hub
- VET/RTO/Industry Partnerships
- Professional Services
- Information Technology

Teaching and Learning



Kelly Borg
kborg@aisnsw.edu.au
0447 744 108

- K-12 Curriculum
- Curriculum Reform
- Literacy and Numeracy
- School Improvement: Effective Schools Service
- Designing for Deep Learning
- Road Safety Education
- Respectful Relationships and Consent Education

Student Services



Lisa Ridings
lridings@aisnsw.edu.au
0402 149 235

- Mental Health and Wellbeing
- School Counselling
- Students with Disability
- Student Diversity
- Behaviour Support and Student Engagement
- Nationally Consistent Collection of Data (NCCD)
- Student Safety

If you need AISNSW services or support at your school, our team of experts below can help.

Photo courtesy of
Clarence Valley Anglican School



This A-Z Services and Support Directory can help you find the name, email and intake phone number for the teams of experts at AISNSW. aisnsw.edu.au/aisnsw-contacts



You can also access our information portals, courses and professional services, resources, and the latest news at aisnsw.edu.au

A

Aboriginal and Torres Strait Islander Education	Aboriginal and Torres Strait Islander Education Rosalyn Thomas rthomas@aisnsw.edu.au
Accreditation (Teacher)	Teacher Accreditation Caroline Cloke accreditation@aisnsw.edu.au
AISNSW Membership Joining, Benefits, Fees, Services	Membership Douglas Melrose-Rae dmelrose-rae@aisnsw.edu.au
Animal Safety/Ethics	Teaching and Learning Jennifer Woods jwoods@aisnsw.edu.au
Annual Report Preparation	Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Anti-Discrimination	Workplace Management; Student Services Intake Phone Call 02 9299 2845
Anti-Social and Extremist Behaviour (Safety Hotline)	Community Cohesion Julia Gyomber jgyomber@aisnsw.edu.au
Assessment, Reporting and Data	Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Attendance: Legislation, Requirements	Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Attendance Planning	Student Services Intake Phone Call 02 9299 2845
Australian Charities Not-for-profits Commission (ACNC)	Finance David Buley dbuley@aisnsw.edu.au
Australian Early Development Census (AEDC)	Regulation Ben Arber barber@aisnsw.edu.au

B

Behaviour Management and Support	Student Services Intake Phone Call 02 9299 2845
Board Training, Appraisals, Reviews and Surveys	Governance Gareth Scott gscott@aisnsw.edu.au
Boarding School Support and Advice	Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Building: Construction, Design, Planning and Guidelines	Grants Administration Michelle Hayman mhayman@aisnsw.edu.au
Bullying and Sexual Harassment	Workplace Management Intake Phone Call 02 9299 2845

C

Capital Grant Funding: Block Grant Authority (BGA)	Grants Administration Michelle Hayman mhayman@aisnsw.edu.au
Census	Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Change of Principal	Data Andrew Donaldson adonaldson@aisnsw.edu.au
Child Protection: Reporting, Training, Investigation	Child Protection Intake Phone Call 02 9299 2845
Child Safe Standards/Creating Safer Independent Schools	Child Protection Intake Phone Call 02 9299 2845
Company Directorship	Governance Gareth Scott gscott@aisnsw.edu.au

Complaints and Whistleblowing ● **Workplace Management**
Intake Phone Call 02 9299 2845

Compliance Issues, Certificates ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Copyright ● **Copyright**
David Buley
dbuley@aisnsw.edu.au

Counselling, Counsellors ● **Student Services**
Intake Phone Call 02 9299 2845

Course Registration ● **Professional Services**
Cecilia Waites
cwaites@aisnsw.edu.au

CRICOS ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Crisis and Issues Management ● **Workplace Management; Student Services**
Cathy Lovell
clovell@aisnsw.edu.au

Lisa Ridings
lridings@aisnsw.edu.au
Intake Phone Call 02 9299 2845

Custody Orders ● **Workplace Management**
Intake Phone Call 02 9299 2845

Curriculum Reform ● **Curriculum Reform**
Sue Pike
spike@aisnsw.edu.au

Kelly Borg
kborg@aisnsw.edu.au

Cyber Security: Mitigation, Response, Data Breach ● **ICT**
Intake Phone Call 02 9299 2845

Marcus Claxton
mclaxton@aisnsw.edu.au

D

Designing for Deep Learning ● **Education Consultancy K-12**
Jorga Marrum
jmarrum@aisnsw.edu.au

Disability Legislation, Support and Adjustments ● **Student Services**
Intake Phone Call 02 9299 2845

Disaster Management (Flood, Bushfire, Drought, Storm, Earthquake) ● **Workplace Management**
Cathy Lovell
clovell@aisnsw.edu.au

Evelyn Langton
elangton@aisnsw.edu.au

Diverse Needs, Students ● **Student Services**
Intake Phone Call 02 9299 2845

Duty of Care ● **Workplace Management**
Intake Phone Call 02 9299 2845

E

Early Childhood and Preschool Services ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Employment Relations and Contracts ● **Workplace Management**
Intake Phone Call 02 9299 2845

Enrolment Contracts and Disputes ● **Workplace Management**
Intake Phone Call 02 9299 2845

Enrolment Requirements ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

eSafety: Commissioner and Framework ● **Student Services; Child Protection**
Intake Phone Call 02 9299 2845

Events Calendar (AISNSW) ● **Professional Services**
Jo McLean
jmclean@aisnsw.edu.au

Cecilia Waites
cwaites@aisnsw.edu.au

Excursions and Exchange Students ● **Workplace Management**
Intake Phone Call 02 9299 2845

Experienced Teacher Accreditation ● **Teacher Accreditation**
Caraline Cloke
accreditation@aisnsw.edu.au

F

Fair Work Commission ● **Workplace Management**
Intake Phone Call 02 9299 2845

Family Law ● **Workplace Management**
Intake Phone Call 02 9299 2845

Financial Controls and Procedures ● **Finance**
David Buley
dbuley@aisnsw.edu.au

Financial Questionnaire ● **Finance**
David Buley
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Financial Training for Boards ● **Finance**
David Buley
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Financial Viability Certification ● **Finance**
David Buley
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School Sydney





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Malek Fahd Islamic School

- Flagship Program** ● **The Leadership Centre**
Penny Brown
pbrown@aisnsw.edu.au
- Funding Calculator** ● **Data**
Andrew Donaldson
adonaldson@aisnsw.edu.au
- Funding: Recurrent,
New Calculations** ● **Data**
Andrew Donaldson
adonaldson@aisnsw.edu.au

G

- Generative AI** ● **Teaching and Learning**
Stanley Yip
syip@aisnsw.edu.au
- Miriam Scott
mscott@aisnsw.edu.au
- Governance and Board Issues,
Training, Reviews and Surveys** ● **Governance**
Gareth Scott
gscott@aisnsw.edu.au
- Cathy Lovell
clovell@aisnsw.edu.au
- Grant Management** ● **Finance**
Kay Winton
kwinton@aisnsw.edu.au
- Growing and Nurturing
Educators (GANE)** ● **The Evidence Institute**
Tiffany Roos
troos@aisnsw.edu.au

H

- HALT Accreditation** ● **Teacher Accreditation**
Caraline Cloke
accreditation@aisnsw.edu.au
- HSC: Disability Provisions** ● **Student Services**
Intake Phone Call 02 9299 2845
- HSC: Rules, Assessment,
Reporting, Exams** ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au
- Health Regulations** ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

I

- ICT Advisory: ● ICT**
**Software/Hardware, Vendors,
Licences** Graeme Kachel
gkachel@aisnsw.edu.au
- ICT Management and ● Professional Services**
Leadership Conference Chris Woldhuis
cwoldhuis@aisnsw.edu.au
- ICT Reviews** ● **ICT**
Maurice Cummins
mcummins@aisnsw.edu.au
- Immunisation and Vaccination ● Regulation**
(Students) Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au
- Independent Schools' ● Data;**
Sector Data **Government Relations**
Andrew Donaldson
adonaldson@aisnsw.edu.au
- Jim Hanna
jhanna@aisnsw.edu.au
- Industrial Relations ● Workplace Management**
and Disputes Intake Phone Call 02 9299 2845
- Insurance for Schools** ● **Finance**
David Buley
dbuley@aisnsw.edu.au
- International Assessments** ● **Regulation**
Ben Arber
regulations@aisnsw.edu.au
- International Baccalaureate** ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

K

- K-12 Curriculum Content, ● Education Consultancy K-12**
Consultancy and Reform Kelly Borg
kborg@aisnsw.edu.au
- Sue Pike
spike@aisnsw.edu.au
- Key Learning Areas K-12: ● Education Consultancy K-12**
Conferences and Consultancy Kelly Borg
kborg@aisnsw.edu.au
- Sue Pike
spike@aisnsw.edu.au

L

- Leadership Programs, ● The Leadership Centre**
Development and Training Penny Brown
pbrown@aisnsw.edu.au
- Learning Support** ● **Student Services**
Intake Phone Call 02 9299 2845
- Legal Counsel** ● **Workplace Management**
Intake Phone Call 02 9299 2845
- Legislation: Updates, ● Workplace Management**
Interpretation Intake Phone Call 02 9299 2845

Libraries and Librarian Advice ● **Education Consultancy K-12**
Carlo Tuttocuore
ctuttocuore@aisnsw.edu.au

Literacy ● **Literacy**
Renae Watkins
rwatkins@aisnsw.edu.au

M

Mandatory Reporting ● **Child Protection**
Intake Phone Call 02 9299 2845

Media Management and Statements ● **Media and Government Relations**
Jim Hanna
jhanna@aisnsw.edu.au

Member Services ● **Member Engagement**
Douglas Melrose-Rae
dmelrose-rae@aisnsw.edu.au

Mental Health ● **Student Services**
Intake Phone Call 02 9299 2845

Multi-Enterprise Agreements (MEA) ● **Workplace Management**
Evelyn Langton
elangton@aisnsw.edu.au

Cathy Lovell
clovell@aisnsw.edu.au

N

NAPLAN ● **Regulation**
Ben Arber
naplanreporting@aisnsw.edu.au

National Quality Framework Early Childhood ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Nationally Consistent Collection of Data (NCCD) ● **Student Services**
Intake Phone Call 02 9299 2845

National School Wellbeing Program ● **Regulation**
Douglas Melrose-Rae
dmelrose-rae@aisnsw.edu.au

NESA ACE Requirements ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

NESA: Advice, Accreditation Hours, Certification ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

New Independent School ● **Regulation**
Caroline Cloke
ccloke@aisnsw.edu.au

Not-for-profit, Section 83C Support ● **Governance**
Cathy Lovell
nfpsupport@aisnsw.edu.au

Numeracy ● **Numeracy**
Fiona Walker
fwalker@aisnsw.edu.au

O

Office of the Children's Guardian Compliance ● **Child Protection**
Intake Phone Call 02 9299 2845

Out of School Hours Care (Before and After School) ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Overseas (International) Students (including Student Exchange) and VISAs ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

P

Parental Complaints and Disputes ● **Workplace Management**
Intake Phone Call 02 9299 2845

Parental Complaints and Disputes (Students with Disability) ● **Student Services**
Intake Phone Call 02 9299 2845

Payroll, MEA Interpretations ● **Workplace Management**
Intake Phone Call 02 9299 2845

Performance Management ● **Workplace Management**
Intake Phone Call 02 9299 2845

Policy and Compliance: Advice, Templates ● **Regulation**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Post Secondary Pathways ● **Pathways and Partnerships**
Kim Barry
kbarry@aisnsw.edu.au

Privacy: Data Collection, Data Breach ● **Workplace Management**
Intake Phone Call 02 9299 2845

Professional Learning Course Registration ● **Professional Services**
Cecilia Waites
cwaites@aisnsw.edu.au

Proficient Teacher Accreditation ● **Teacher Accreditation**
Caroline Cloke
accreditation@aisnsw.edu.au



Photo courtesy of
St Paul's Grammar School

R

Records and Archives	● Workplace Management Intake Phone Call 02 9299 2845
recruited Service	● The Evidence Institute Tiffany Roos troos@aisnsw.edu.au
Registered Training Organisation (RTO)	● VET Carol Amorim camorim@aisnsw.edu.au
Registration, Accreditation and Inspection (School)	● Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
Reportable Conduct	● Child Protection Intake Phone Call 02 9299 2845
Research: School Based Support, Commissioned	● The Evidence Institute Tiffany Roos troos@aisnsw.edu.au
Respectful Relationships and Consent Education	● Teaching and Learning Katrina Mostyn kmostyn@aisnsw.edu.au
Risk Assessment and Safety Planning: Students	● Student Services Intake Phone Call 02 9299 2845
Risk Management and Assessment	● Workplace Management Intake Phone Call 02 9299 2845
Road Safety Education	● Education Consultancy K-12 Jo McLean jmclean@aisnsw.edu.au
RoSA (Record of School Achievement)	● Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au

S

Safety and Consent (Student)	● Student Services; Child Protection Intake Phone Call 02 9299 2845
School Improvement: Effective Schools Service	● School Improvement Jorga Marrum jmarrum@aisnsw.edu.au
School Policies	● Regulation Intake Phone Call 02 9299 2845 regulations@aisnsw.edu.au
School Reviews	● Workplace Management Cathy Lovell clovell@aisnsw.edu.au Gareth Scott gscott@aisnsw.edu.au
SCOUT Data Analysis	● Regulation Ben Arber naplanreporting@aisnsw.edu.au
Staff Performance, Performance Management	● Workplace Management Intake Phone Call 02 9299 2845
Staff Related Policies	● Workplace Management Intake Phone Call 02 9299 2845
Support and Operational Staff (SAO) Awards (MEA)	● Workplace Management Evelyn Langton elangton@aisnsw.edu.au

Surveys - Perspectives: ● **The Evidence Institute**
Tiffany Roos
troos@aisnsw.edu.au
Your School in Focus,
Staff Wellbeing,
Graduating Year 12

Suspension, Expulsion, Exclusion (Student) ● **Regulation; Workplace Management**
Intake Phone Call 02 9299 2845
regulations@aisnsw.edu.au

Cathy Lovell
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Syllabus Implementation ● **Education Consultancy K-12**
Sue Pike
spike@aisnsw.edu.au

Kelly Borg
kborg@aisnsw.edu.au

T

Teacher Accreditation ● **Teacher Accreditation**
Caroline Cloke
accreditation@aisnsw.edu.au

Teacher Professional Practice and Standards ● **Teacher Accreditation**
Caroline Cloke
accreditation@aisnsw.edu.au

Teaching School Hubs ● **The Evidence Institute**
Tiffany Roos
troos@aisnsw.edu.au

V

Vocational Education and Training (VET, EVET) ● **VET**
Catherine Sip
csip@aisnsw.edu.au

Volunteers ● **Workplace Management**
Intake Phone Call 02 9299 2845

W

Waratah Project ● **Aboriginal and Torres Strait Islander Education**
Douglas Melrose-Rae
dmelrose-rae@aisnsw.edu.au

Website (AISNSW) Login and Password Issues ● **Member Liaison**
Contact Us form on website
Intake Phone Call 02 9299 2845

Wellbeing: Whole School, Student and Staff ● **Student Services**
Intake Phone Call 02 9299 2845

Wingara ● **Aboriginal and Torres Strait Islander Education**
Roselyn Thomas
rthomas@aisnsw.edu.au

Work, Health and Safety ● **Workplace Management**
Intake Phone Call 02 9299 2845

Workers Compensation ● **Workplace Management**
Intake Phone Call 02 9299 2845

Working with Children Checks ● **Workplace Management**
Intake Phone Call 02 9299 2845



The Association of
Independent Schools
of New South Wales

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news and updates.*



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Professional Learning Calendar](#)
for courses and events.



Photo courtesy of Northholm Grammar School

Please note, the AISNSW Services and Support Directory was correct at the time of printing February 2025.