

Freedom of Information

Information Statement

The [Freedom of Information Act 1991](#) (FOI Act) provides members of the public with a legally enforceable right of access to documents held by the SA Government, subject only to such restrictions as are reasonably necessary for the proper administration of the Government. It also enables people to apply for the amendment of records concerning their personal affairs if they consider them to be incomplete, incorrect, out-of-date or misleading.

The following information statement for the Department for Education is published pursuant to Section 9 of the FOI Act.

Structure and functions of The Department for Education

- The most recent [Annual report](#) contains a comprehensive description of the structure and functions of the department which affect the public.
- The department's structure is defined through the department's [organisational structure](#).
- [Find schools, preschools and other services](#).
- [The Strategic Plan](#) outlines priority areas for improvement within the department and how they will be achieved.
- For further information please visit the department's [website](#).

Public participation in agency policy development

The department actively invites public participation in its policy development in a number of ways. These include membership of school governing councils, preschool management committees, volunteer parent organisations, and other boards and committees. Submissions are regularly invited through calls for public consultation on the department's [Policy consultation process](#) webpage.

Policy documents

The department's policy documents can be broadly classified in the following subject areas:

- Child safety and wellbeing
- Early childhood and preschool
- Finance and assets
- Human resources
- ICT, communications and strategy
- Schooling

Access copies of [departmental policy documents](#)

- [Statistics, reports and publications](#)

- clearly identify the record to be amended
- provide such information as is necessary in order for the records to be amended.

Application to review a determination under FOI

If you are refused access to all or part of a document that you requested access to, you will be informed of the reasons why and advised of your rights to seek a review or appeal.

You can also seek a review or appeal if you have applied for your personal records to be amended under FOI and the amendment has been refused.

Complete the [FOI application form - review decision](#) to request a review.

Contact details for Ombudsman SA

Phone: 8226 8699

Toll Free: 1800 182 150 (within SA)

Email: ombudsman@ombudsman.sa.gov.au

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