

RIDGEVIEW SCHOOL BOARD OF TRUSTEES POLICY



PRINCIPAL APPRAISAL

National Administration Guideline 3 – Personnel

Background to Policy

The Board of Trustees of RidgeView School is committed to meeting its obligation as a good employer in the Education Sector Section 77a, by conducting a twelve monthly appraisal of the performance of its principal.

Policy Statement

It is the policy of the Board of Trustees of Ridge View School to raise the performance of its principal through ongoing professional development, assessed against the Professional Standards for Primary Principals.

Policy Implementation

In implementing the policy on Principal Appraisal, the Board will take appropriate action by:

1. Delegating the responsibility for managing the Principal's appraisal to the Chairperson of the Board.
2. The Chairperson engaging (after consultation with the Principal) an Educational Consultant to assist with this process.
3. The Chairperson and Principal determining a process for conducting the appraisal against the Professional Standards for Primary School Principals and the Professional Standards for Experienced Teachers.
4. Ensuring that the prime focus of the appraisal is the Professional Standards for Principals and Teachers, assessed against key performance indicators and any further goals decided upon through consultation between the Principal and Chairperson.
5. The appraisal process being implemented annually and recorded in the Performance Agreement.
6. Ensuring that documentation relating to the Principal's appraisal remains confidential to the Principal and the Board of Trustees (unless the Principal agrees otherwise).
7. Ensuring that any disputes related to the appraisal process are referred to an independent arbitrator, mutually agreed upon by the Principal and Board Chairperson. In the final analysis, the Board as employer, will have responsibility for the final decision.

This policy will be reviewed as per the Board's Effectiveness Review Programme

Confirmed by the Board of Trustees on: 09 NOV 2021 (date)

The planned review date will be: 09 NOV 2024 (date)

Chairperson

Principal