



PRINCIPAL PERFORMANCE APPRAISAL POLICY

Purpose

To appraise the Principal's performance on an annual basis, with the objective of ensuring high quality education opportunities for the students of the school.

Guidelines

1. The appraisal process will result in a written assessment of the Principal's performance on an annual basis, identifying any training/professional development needs for the Principal to undertake.
2. The Principal's performance will be formally appraised on an annual basis by the Board Chairperson or delegate(s) and, at the Board's choice, an independent consultant who specialises in education and is able to review the effectiveness of the education provided.
3. There will be at least two informal meetings during the review period between the Principal and Chairperson or delegate(s), to discuss progress.
4. The criteria for appraisal will be the objectives set in the Performance Agreement, the objectives being drawn from the school's strategic and annual operating plans, the Principal's job description, and professional standards.
5. If there is any disagreement between the Principal and the Board as to the objectives, the Board, after considering the Principal's input, will amend and confirm the amended objectives or confirm the unchanged objectives. The Board's decision will be final.
6. The Board Chairperson or delegate(s) may seek feedback on the Principal's performance from staff, parents, or any other person/s who are in the position of providing feedback on how the Principal has performed.
7. The Chairperson or delegate(s) will provide a summary to the Board after the appraisal. The Chairperson will decide if this is discussed with the Principal absent.
8. The Performance Agreement and results of the appraisal are confidential to the Principal, the Board and their agents, unless both parties agree to wider distribution.
9. In the event of a dispute relating to the appraisal results, the Board may choose to exercise its right to make a final decision or appoint an independent mediator to mediate. Ultimately the Board will have responsibility of any final decision.
10. The Principal's Performance Appraisal summary will be given to the Board 10 days prior to a meeting and any concerns should then be raised with the Chairperson prior to that meeting.

Last Review: Term 2, 2015

Date:.....

Sign:.....