

# Hauraki Primary School

## Policy Document

### Principal Appraisal

#### Rationale:

As part of its obligations as an employer in the education sector the Board of Trustees is required to conduct an annual appraisal of the Principal's performance that supports enhanced achievement across the school.

#### Purposes:

- To provide feedback for both the Principal and the Board on a regular basis.
- To ensure that the management of the school is being carried out in accordance with the Board's requirements.

#### Guidelines:

1. The Principal's performance appraisal will be based upon assessment of the relevant 'Interim Professional Standards', and specific performance objectives set down at the beginning of each year in the performance agreement.
2. A portfolio of evidence should be presented as part of the performance agreement.
3. The Principal's appraisal will be carried out by the Chairperson of the Board or an appointed person such as a consultant.
4. The appraisal process will be recorded and implemented annually.
5. CONFIDENTIALITY: Appraisals will remain confidential between the Principal and the Board Committee.
6. The Board will provide the Principal with opportunities to be involved in professional development in both curriculum and administration management.
7. DISPUTES: Any dispute related to the appraisal process will be referred to an independent arbitrator mutually agreed upon by the Principal and Board Chairperson.

Signed: \_\_\_\_\_



BRENDON CLARK

Date: \_\_\_\_\_

3-8-18

Chairperson Board of Trustees

Review Date: \_\_\_\_\_

TERM 3 2021