

ST JOSEPH'S SCHOOL PRINCIPAL APPRAISAL PROCEDURE



At St Joseph's School we acknowledge that Catholic education, centred on a daily encounter with Jesus, is part of a life long process leading to a full and rewarding life.

It is a contractual obligation to appraise the Principal's performance on an annual basis

PURPOSES

1. To provide feedback for both the Principal and the Board on a regular basis.
2. To ensure that the job of management of the school on a day to day basis is being carried out in accordance with the Board's requirements.
3. To identify any requirements for the Principal's Professional Development.

PROCEDURES

1. The Principal will have a job description and an annual Performance Agreement which together will form the basis of the appraisal.
2. Responsibility for managing the Principal's appraisal and reporting to the Board is delegated to the Chairperson of the Board. The Chairperson, where necessary, will engage (in consultation with the Principal) persons with appropriate skill and expertise to contribute to the appraisal process. The Chairperson may appoint an independent appraiser to conduct the process..
3. Performance will be appraised in the form of mutually negotiated goals and procedures which will also be the basis for attestation against Professional Standards.
4. The Board will provide the Principal with opportunities to be involved in professional development in both curriculum and administration management.
5. The Principal can expect that fees and related expenses for approved courses of professional development will be paid for by the Board.

Procedure Adoption: November 2021

Next Review Due: 2024