



Marian Catholic School

STAFF PERFORMANCE MANAGEMENT POLICY

Purpose

That staff will be provided opportunities for relevant professional development and reflective feedback in order to improve the performance of the school and individual staff members in a manner consistent with Marian Catholic School core values.

Policy

1. An annual professional development plan will be developed by the Principal that reflects the school's strategic goals.
2. Any professional development requiring funding from the Professional Development budget needs to be presented by to the Principal for approval.
3. Every member of staff will have a job description.
4. The appraisal of staff will be carried out the Principal or member of the leadership team responsible for the staff member.
5. The results of appraisal are confidential to the staff member and the Appraiser.
6. A staff member may request a review of their appraisal.
7. The Principal will report to the Board of Trustees that the appraisal process has been completed and takes recommendations forward for budget consideration.
8. Principal appraisal will be conducted by the Board of Trustees or their appointed agent.
9. Attestation of teachers against the appropriate professional standards will be carried out annually by the Principal and Deputy Principal and will be kept on the staff member's file.
10. The Principal will report to the Board of Trustees on the attestation process.

Review

This policy will be reviewed triennially.

Approved by the Board of Trustees:

12 June 2017

Board of Trustees Chairperson: