



Selection & Appointment of Staff Policy

St Bernadette's Board is committed to employing high quality staff.

St Bernadette's promotes high levels of Staff Performance and aims to be a good employer.

This will be achieved by:

Procedure for selection and appointment of teaching staff:

- The Appointments Committee of the Board of Trustees has delegated authority for selection and appointment of permanent full time teachers. Composition of the Appointments Committee will usually consist of Principal, a Proprietor's Representative and the Board Chair.
- The Board of Trustees Appointments committee will only consider and appoint teachers who have N.Z. Registration.
- The Appointments Committee thoroughly checks the background of applicants including character, competence, qualifications and experience.
- Original and certified documents are properly sighted.
- When a vacancy occurs, the Principal draws up the advertisement specifying the particular requirements of the school at the time and in the case of a tagged position stating that, "willingness and ability to participate in religious instruction appropriate to the special character of the school is a condition of appointment" using STA model of application form.

The Board of Trustees is responsible for the selection and appointment of the Principal. We will ensure that a Principal of another school or another suitable person be involved in an advisory capacity.

Ratified by the Board

DFilipo
08/05/17

Chairperson

Date