



Staff Appraisal

Rationale:

A high quality appraisal process supports St Bernadette's focus on improvement and professional accountability.


Purpose:

- To continually grow and develop school capability that improves teaching and student achievement.
- To provide assurances to the wider community that teaching standards are applied rigorously.

Guidelines:

1. The appraisal process is based on the Professional Standards.
2. The appraisal process promotes a school culture of improving teaching practice and accelerating learning in an open, honest, professional environment.
3. Appraisal is an integral part of the whole cycle of school development and self review.
4. The appraisal cycle includes formal classroom observations, teacher inquiry and opportunity for self reflection – see attached checklist.
5. Appraisal goals are linked to both school and personal goals.
6. Teacher inquiry coincides with accelerating student achievement evidenced by regular sharing and discussion about selected learners and use of tracking sheets – see tracking sheets.
7. The Principal is normally the designated Appraiser.
8. High quality feed back is a feature of the process.
9. All appraisals remain confidential to the Appraisee, Appraiser/Principal.
10. Appraisers' comments and teachers' reflections guide decisions about professional learning for the following year and contribute to Strategic and Annual Planning.
11. Should there be a dispute between the Appraiser and Appraisee the appropriate steps in the Complaints Policy should be followed.
12. For the purposes of determining salary progression from one salary step to the next, each teacher's performance is assessed against the Professional Standards.

Ratified by Board



27/2/18

Chairperson

Date