



**APPRAISAL OF THE PRINCIPAL POLICY  
NAG 3**

**Rationale**

Pursuant to Section 77C of the State Sector Act 1988, and following agreement by the State Services Commission, it is a contractual obligation to appraise the Principal's performance on an annual basis.

**Purposes**

1. To provide feedback for the Principal and the Board of Trustees on the Principal's performance
2. To ensure that the management of the school on a day to day basis is being carried out in accordance with the Board's requirements

**Guidelines**

1. The Principal will have a job description and an annual performance agreement which together will form the basis of the appraisal.
2. The Principal's appraisal will be carried out by the Chairperson and the Deputy Chairperson of the Board, or a mutually acceptable alternate as agreed by the Principal and the Board.
3. An interim formative appraisal may take place during the year as agreed at the beginning of the year and a summative appraisal at the conclusion of the year.
4. Performance will be appraised in the form of mutually negotiated goals and procedures. An independent person should be agreed upon to mediate/arbitrate on any disagreements or disputes between the Principal and the appraiser. Any previous issues should be established between the Principal and the appraiser at the commencement of each year.
5. The Board will provide the Principal with opportunities to be involved in professional development in curriculum, leadership and management.
6. The Principal can expect that fees and related expenses for approved courses of professional development will be paid for by the Board.
7. At the conclusion of the annual review appraisal process the Board Chairperson and Deputy Chairperson will provide a written report to the Board at the next Board meeting in the "In Committee" forum.

**CONCLUSION**

The appraisal process with the Principal is a tool to enhance his/her professional development.

Ratified by Board: \_\_\_\_\_

Signed for B.O.T.

\_\_\_\_\_

Date

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