



NEW PLYMOUTH BOYS' HIGH SCHOOL
TE KURA TAMATĀNE O NGĀMOTU

Title	HEADMASTER PERFORMANCE MANAGEMENT
Reference Number	C311
Section	Staff
Written By	Board of Trustees Policy Committee
Checked By	Board Of Trustees Policy Committee
Approved By	New Plymouth Boys' High School Board of Trustees
Issue Date	Sept 2022
Review Date	Sept 2025
Associated Policies	1. NPBHS Governance Policies - updated September 2020
Associated Procedures	Headmaster's Performance Management Procedure 24/09/22

RATIONALE:

To develop the Headmaster professionally in her/his capacity as the day-to-day manager and professional leader; and ensure accountability to the Board to achieve the objectives set by them for the year in question

PURPOSE :

The Board delegates responsibility to the Headmaster on all matters relating to the management of staff in the expectation that they will be managed in a sound, fair and respectful manner, in accordance with the current terms of employment documents and identified good practice.

GUIDELINES :

- 1)The New Plymouth Boys' High School Board of Trustees is responsible for the appraisal of the Headmaster on an annual basis
- 2)The actions of the Headmaster are key to the New Plymouth Boys' High School achieving it's strategic (and annual) goals. The appraisal process will assist the Board and the Headmaster to meet these goals. The Board will be conscious of this and support the Headmaster in every way to be successful on an annual basis.



- 3) It is also recognised and understood that the Headmaster will from time to time require further professional development opportunities to be able to develop 'best practice' in the school and thereby achieve the strategic goals.
- 4) The Headmaster's appraisal process is a fundamental component of the New Plymouth Boys' High School self-review process and is required to meet a number of performance components:
- a) The Secondary School principal's Professional Standards (as recorded in the current Collective agreement)
 - b) The TCANZ Standards of the Teaching Profession
 - c) Ministry of Education Career Structure Payments
 - d) Ministry of Education Concurrence (if currently applicable) Payments
- 5) The appraisal will be reflective in that it will:
- a) Clarify role related expectations (job description),
 - b) Provide the Headmaster with feedback about their performance
 - c) Identify future professional development needs
 - d) Identify subsequent appraisal goals

REFERENCE/LINKS:

1.	The Secondary School principal's Professional Standards (as recorded in the current Collective agreement)
2.	The TCANZ Standards of the Teaching Profession
3.	Ministry of Education Career Structure Payments
4.	Ministry of Education Concurrence (if currently applicable) Payments

