



TE KURA WHAKAPUMAU I TE REO TUTURU KI
WAITAHA

Staff Appraisal Policy

Te Aho Matua

Kia pakeke te tangata, kei a ia anō ana tikanga, mana anō e whakataua tewhea te huarahi e hiahia ana is ki te whai, otira e tika ana mōna. Heoi anō, ahakoa he iti ahakoa rahi kei a ia tēnei. Engari, mehemea I tipu oraa tōna katoa, e kore ia e paheke ki te hē.

Te Ira Tangata 1.3

Whakamārama:

Staff perform workplace tasks more effectively when they are aware of what is required of them.

Pūtake:

The whānau recognises the need to evaluate regularly the quality of teaching and learning at all levels within Kura as stipulated by the Kura Tūtohunga, Te runanganui o Ngā Kura Kaupapa Te Aho Matua and New Zealand Education Council. In order for all staff to ensure quality teaching, learning for all students and to provide a safe, nurturing professional environment, professional development for all staff is identified during appraisal process.

Whāinga:

1. Ensure Te reo me ōna Tikanga with Te Aho Matua are a priority for all staff.
2. Assist the personal and professional development of all staff.
3. Ensure the Kura focus area or curriculum plan are met.
4. Support effective teaching and learning programs.

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5. Recognise individual achievement.
6. Support career development.
7. Identify work performance goals and evaluate performance.
8. Provide written and verbal feedback on performance goals.
9. Foster professional relationships within kura.

Aratohu:

1. All staff must have a current Job Description, this will give each staff member a clear understanding of what is expected and will form the basis for the performance appraisal.
2. All appraisals are to be carried out with each staff member annually. Ohu Whakahaere and Tumuaki te ensure appraisals of all staff are completed annually.
3. Pouako will compile a inquiry that will focus on a question to lead the learning and professional support that will be identified during the inquiry process.
4. The Ohu Whakahaere to conduct the annual appraisal of the Tumuaki.