



Leading and Managing the School Policy Overview

Ref:

<https://education.nsw.gov.au/policy-library/policies/leading-and-managing-the-school>

Purpose

HPS is committed to providing direction of the key accountabilities of the Principal in leading and managing the school. It sets out accountabilities in the areas of: educational leadership; education programs; learning outcomes; student welfare; staff welfare, development and management; physical and financial resource management; and school community partnerships.

1 Implementation

- 1.1 Adherence and delivery of the seven accountabilities of Principals in the effective educational leadership and management of our school including educational leadership; education programs; learning outcomes; student welfare; staff welfare, development and management; physical and financial resource management; and school community partnerships.
- 1.2 Executive structure, roles and responsibilities are clearly defined
- 1.3 School Self Assessment Team is established and improvement cycle of plan, implement, review operates continuously resulting in the development of the strategic School Plan, assessed continuously against the School Excellence Framework and supported by the Performance and Development Framework.
- 1.4 Leadership and supervision of the Curriculum Planning, Programming, Assessing and Reporting Policy
- 1.5 School Assessment Policy implemented with analysis of school based and system wide student assessment data driving school planning and relevant school targets.
- 1.6 Leadership and supervision of the Student Wellbeing Policy and Student Discipline in Schools Policy.
- 1.7 Leadership and supervision of the Teacher Accreditation in Government Schools Policy.
- 1.8 Adherence to the Code of Conduct and initiation and supervision of Performance Improvement Programs as required.
- 1.9 Collaborative strategies, consultative practice, leadership building and succession planning are embedded into all school programs
- 1.10 Annual School Budget is strategically linked to the school plan.
- 1.11 Financial practices meet DoE, audit and legislative requirements.
- 1.12 School resources are utilised flexibly to support student learning and community needs.
- 1.13 Leadership and consultation to ensure community representation for school planning and self assessment.
- 1.14 Provision of opportunities for school community participation and engagement in all aspects of school life.

2 Evidence

- 2.1 Roles and Responsibility statement
- 2.2 School Self Assessment against the SEF
- 2.3 HPS Performance and Development Framework OPG
- 2.4 Samples of HPS Staff PDPs
- 2.5 HPS Whole School Professional Learning Plan
- 2.6 HPS Curriculum Planning, Programming, Assessing and Reporting OPG
- 2.7 School Assessment Schedule
- 2.8 HPS Assessment Data
- 2.9 HPS Student Behaviour Data
- 2.10 HPS Staff Satisfaction surveys
- 2.11 Executive, Stage and Whole Staff meeting minutes
- 2.12 HPS Annual Budget and finance reports
- 2.13 Audit documents
- 2.14 Student and community survey data
- 2.15 School community participation data

3. Policy Review

- 3.1 The Leading and Managing the School Policy is reviewed annually to ensure compliance with DoE reform agenda and legislative requirements.