



NAG 3 – PERSONNEL POLICY

RATIONALE:

A committed and capable staff will provide the best learning environment for students.

PURPOSE:

To provide staff with optimum working conditions, adequate resources, effective professional learning programmes, career opportunities and encouragement fostering staff wellbeing and promoting high levels of performance.

GUIDELINES:

According to the legislation on employment and personnel matters, each board of trustees is required in particular to:

1. Develop and implement personnel and industrial policies, within policy and procedural frameworks set by the Government from time to time, which promote high levels of staff performance, use educational resources effectively and recognise the needs of students; and
2. Be a good employer as defined in the State Sector Act 1988 and comply with the conditions contained in employment contracts applying to teaching and non-teaching staff.

In order to fulfil the policy, the board and management have developed, and will regularly review, the following procedures, guidelines and supporting documents associated with Personnel:

Procedures

- [Performance Appraisal](#)
- [Equal Employment Opportunities](#)
- [Staff Professional Development](#)
- [Classroom Release Time](#)
- [Appointments](#)
- [Relieving Teacher](#)
- [Protected Disclosures](#)

Supporting Documents

- [Teacher Handbook](#)
- Code of Conduct

Signed:

Chairperson Board of Trustees

Date:

Triennial review date: February, 2016