



UNIT MANAGEMENT POLICY

AIM

1. To provide leadership opportunities for staff
2. To recognise the responsibility, leadership and the special initiative of staff.
3. To ensure that due recognition is given to staff for the additional responsibilities they undertake.

GUIDELINES.

1. Fixed term units are allocated separately each year.
2. Fixed term units may be allocated for a whole or part of a year.
3. The Principal is ineligible for allocation of fixed term units.
4. The final decision on allocation will rest with the Board, via delegation to the Principal.
5. All management units allocated to the school will be used, with permanent units allocated to management staff.
6. Units assigned will be for the purpose of management, responsibility, recruitment, retention and/or reward.
7. The Board will advise the teacher in writing the allocation of fixed term unit(s) and the period of time for which the teacher shall be entitled to the fixed term unit or units and the purpose of these unit(s).

Signed:



Board of Trustees Chairperson

Date:

3/11/2020