

POLICY ON STAFF COMMUNICATION AND CONSULTATION

Policy Statement

While responsibility for running the school rests with the principal and senior management the Board of Trustees believes staff should be consulted about issues affecting their working environment and ability to deliver high level academic achievement.

Purpose

To enable effective communication and continually enhance relationships within the staff to assist high quality teaching and learning. To maintain a positive and smooth running workplace in an environment striving for continual educational improvement that meets every student's needs.

Guidelines

Consultation at NGHS takes various forms including presentations to and meetings with all or appropriate groups of staff. The various formats will provide staff with information and rationale. Input and feedback will be considered before decisions are made.

All staff are encouraged to participate actively and positively in consultation processes and to provide input and feedback when called upon.

The Principal is accountable to the Board for ensuring appropriate consultation takes place and that consideration is given to staff views.

The Principal is responsible for explaining to staff collectively and in appropriate formats the rationale for decisions taken.

The Staff Trustee represents the views of staff to the Board in the same way that parents elected to the Board are expected to represent the views of the school community – it is the general interest of staff rather than individual interests that the Trustee is elected to represent.

The Board of Trustees routinely seeks the view of the Staff Trustee on staff related issues.

The Board of Trustees encourages staff members to observe BOT meetings.

The Board of Trustees reviews at regular intervals its policies and practices in order to meet staff needs consistent with school goals and objectives.

The Board of Trustees undertakes a formal, confidential survey of staff views at least bi-annually and decides in considered fashion how to respond to the survey's results including whether or not to release the results to staff.

Staff may seek the support of a colleague or PPTA representative in their dealings with the school's management on personal issues. In addition, a group of named staff is identified annually who agree to be available to support any staff member with issues or concerns. The Board encourages open dialogue on any matters with the Principal and senior management.