



Warragul North Primary School **EVALUATION** Policy

Rationale:

The evaluation of policies should be a continuous process monitored by School Council and involving the school community. The review and evaluation of policies should therefore have an agreed to process.

Aims:

To ensure that school policies are kept accurate, relevant and up to date through a process of evaluation and amendment.

Implementation:

- Policies will be reviewed as part of the school's five-year review cycle.
- School Council will nominate an Evaluation team of 3 to 5 people. The team will consist of a mix of staff and parents. At least one member of the team must be a School Council member.
- The team's evaluation will involve elements such as:-
 - Identifying the main groups to be targeted by the evaluation.
 - Identifying priorities and key issues.
 - Defining important questions.
 - Collecting and collating information.
 - Reporting progress regularly.
 - Suggesting policy and program changes.
- All evaluations should be completed by September 30th each year and presented to a School Council meeting.
- Evaluations passed by School Council will then be included in the school's annual report.
- All evaluations will be presented under the following format:-
 - General comments.
 - Success indicators.
 - Areas of concern.
 - Recommendations
 - Summary of process.
 - Members of the Evaluation Team.
- Amendments can be approved by School Council at any time.

Resources:

- Record of evaluations.
- Policy Folders.
- D.E.& T. guidelines and directories.

Evaluation:

This policy will be reviewed as part of the school's five-year review cycle.

This policy was ratified by School Council on 15th August 2006
This policy was reviewed by School Council on 16th August, 2016