



Cranbourne East Primary School

LEADING TEACHER RENEWAL Policy

PURPOSE

Leading teachers will be highly skilled classroom practitioners and undertake leadership and management roles commensurate with their salary range. The role of leading teachers is to improve the skill, knowledge and performance of the teaching workforce in a school or group of schools and improve the curriculum program of a school. Typically, leading teachers are responsible for co-ordinating a number of staff to achieve improvements in teaching and learning which may involve the co-ordination of professional support of colleagues through modelling, collaborating and coaching and using processes that develop knowledge, practice and professional engagement in others.

Leading teachers are expected to lead and manage a significant function area or function within the school with a high degree of independence to ensure the effective development, provision and evaluation of the school's education program. Leading teachers will be expected to make a significant contribution to policy development relating to teaching and learning in the school. A leading teacher has a direct impact and influence on the achievement of the school goals.

Leading teachers are usually responsible for the implementation of one or more priorities contained in the school strategic plan.

GOALS

To optimise student-learning outcomes and develop staff capacity by having the most appropriate staff available in leading teacher roles at Cranbourne East Primary School.

IMPLEMENTATION

- The Principal is responsible for the tenure renewal process for leading teachers.
- Leading teachers are tenured for up to five years.
- Successful applicants for leading teacher positions will be employed on an ongoing basis with tenure in the position for the period as advertised. At the completion of the period of tenure, the Principal will determine whether the position is to be renewed, abolished or advertised.
- The Principal's course of action may be influenced by a number of factors including changes in the workforce plan, changes in the structure of the school's staffing profile, changes to the school strategic plan, a desire to broaden the applicant field, a desire to increase leadership diversity within the leadership profile, or a change in the work value of the position etc.
- In considering the renewal of leading teacher positions, the Principal will inform all staff of the proposed leading teacher structure.
- The Principal will consult with the Consultative Committee as appropriate before deciding on a course of action.
- Where tenure is renewed the leading teacher is to be informed in writing, including the period of renewal.



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- Where the Principal determines not to renew the tenure, or is unable to reach agreement on the duration of the tenure, the principal will advise the leading teacher of the decision in writing not less than three months before the expiry date of the tenure and that action will be taken to appoint the teacher as a classroom teacher within the school at the maximum salary.
- In exceptional circumstances, where issues emerge within the last three months of the tenure period, the Principal will provide the maximum possible notice of non-renewal.
- At the conclusion of any tenured position the decision relating to the position should be recorded and placed on the teachers personal file with a copy provided to the teacher.

REVIEW CYCLE

This policy was updated in November 2018 and is to be reviewed in November 2021 or in accordance with DET policy change.