

## Unit Allocation Policy

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The Board of Trustees approach to personnel management is in line with the school's vision.

### Purpose

The Board acts as a good employer. Personnel management will meet the requirements of the National Education Guidelines, relevant employment agreements and legislation.

### Guidelines

1. The unit allocation supports a logical and transparent career structure within the school. Career paths will be maintained by identifying the leadership positions of Deputy Principal, Assistant Principal and Team Leaders. These positions will attract permanent units
2. Units are allocated, and new roles created on the basis of the identified needs of the school as articulated in the school charter and initiatives
3. Units are allocated to provide recognition and reward for leadership and management of teaching and learning (not simply workload) These positions may be titled Directors of Learning (DoL's) where fixed term unit holders drive the learning in that particular area. E.g DoL Inquiry drives things like the thinking tools.
4. Allocation of units is based on objective criteria i.e. to positions rather than people. There is nothing in this policy to prohibit the allocation of more than one unit (either fixed term or permanent) to an individual.
5. The teaching staff are consulted about the development or review of the unit allocation policy
6. The requirements of the PTCA are met
7. Up to 50% of the units may be allocated on a fixed term basis

### Cross References

This policy must be read in conjunction with the staff handbook, which outlines staff procedures and personnel policy 3.1

### Definition:

Permanent units are allocated to a position for a specific purpose for the duration of that position. The effect of a permanent unit is that it stays with the person allocated that unit for as long as that person is employed at Allandale School.

Fixed term units are allocated for a specific purpose for a specified time period.