

Principal Role Description

Primary Purpose of the Role

To prepare young people for rewarding lives as engaged citizens in a complex and dynamic society by maximising the learning and wellbeing progress of every student every year. Principals inspire and motivate children and young people, staff and the school community and its partners, and set high standards for every learner, including students, staff and self. Principals create and sustain the conditions in which the values of public education flourish, so that:

- Every student is known, valued and cared for in our schools.
- Every student is engaged and challenged to continue to learn.
- All young people have a strong foundation in literacy and numeracy; deep content knowledge; and confidence in their ability to learn, adapt and be responsible citizens.
- All children make a strong start in learning and experience successful transitions.
- All young people finish school well prepared for further education, training and work.
- Staff are treated fairly, challenged, and led to focus on maximising outcomes for students.
- Education is a great place to work and our workforce is of the highest calibre.
- Community confidence in public education is high.
- Our education system reduces the impact of disadvantage.

Key Accountabilities

The department provides systemic support for principals in achieving their key accountabilities.

Leading Teaching and Learning

Principals are responsible for leading, developing and evaluating the quality of teaching and learning in the school within a positive culture of challenge and support. Principals have a sustained focus on improving student progress and achievement in all aspects of student development. The role requires the principal to be the leading learner in the school, as well as a role model to staff and the community in improving the quality of instruction and engagement of students, by fostering effective quality teaching for the diverse learning needs of all students across the school.

Developing Self and Others

Principals are empathetic in supporting and challenging all staff to achieve the high standards expected of public education through effectively managing staff performance and conduct. They provide feedback informed by the Australian Professional Standards for Teachers to establish high expectations to improve performance and lead effective professional learning. Principals are committed to their own ongoing professional growth and impact, they support their personal health and wellbeing, in order to manage the complexity of the role.

Leading Improvement, Innovation and Change

Principals embed a culture of continuous improvement which is based on research and data, evidence-based strategies and evaluative thinking. They lead planning, implementation and evaluation processes and successfully manage change to achieve innovative solutions and sustainable school improvement, building on strong foundations of trust and collaboration.

Leading the Management of the School

Principals are responsible for the proper, efficient, economic and equitable management of the school to maximise the progress and achievement of all students. They optimise resource allocation, including budgeting and expenditure management. They delegate tasks to other staff and monitor accountabilities to maintain an inclusive, effective and safe learning environment essential to establishing a positive, collaborative workplace culture.

Principals are the senior decision-makers in the school, utilising consultative practices where appropriate including with students, staff, parents and the wider community. As the senior manager, the principal is expected to exercise their authority to make ethical executive, operational and local decisions to best meet the needs of their students, in line with relevant legislation, industrial awards and agreements and departmental policies and priorities.

Engaging and Working with the Community

Principals embrace a culture of inclusion and high expectations for all. They collaborate and partner effectively with other schools and the wider community to provide a positive education environment in which all young people thrive. They value and leverage the richness and diversity of the school community, foster understanding of and respect for Aboriginal peoples, histories, culture and languages.

Reporting Line

The principal is accountable to the Secretary of the Department through the Director, Educational Leadership for the progress and achievement of all students and the overall leadership, management and improvement of the school, within state-wide guidelines and government policies.