

Principal Selection 2024

The Education Act (Tas) 2016 establishes that one of the functions of the School Association is to participate in, and provide advice on, the selection of the person to be the principal of the school (other than a temporary principal or acting principal) (Section 113(d))

The Secretary Instructions No 7 for School Associations states:

3.3.4. Selection of person to fill a permanent vacancy for the position of Principal

- a. A parent or community member of the school association must participate on the selection panel for the selection of a person to fill a permanent vacancy for the position of Principal.
- b. The committee is to endorse the parent or community member participating on the selection panel.
- c. In participating on a selection panel, parent or community members are required to abide by all Department for Education, Children and Young People policies and procedures.
- d. Parent or community members of a selection panel are to have completed appropriate Department for Education, Children and Young People training on the selection process.

General Information

The Principal position is deemed vacant at a school when the Principal that owns the position leaves the Department, relinquishes the position by choice or accepts a position at another school or within the Department.

If a principal accepts an acting position at another school, their position at your school is still owned by them and remains theirs until they relinquish it. The Department appoints acting principals, there is no involvement from the committee or School Association.

When a Principal position is vacant, it will be advertised.

A representative from the School Association is offered the opportunity to sit on the Selection Panel to appoint the new Principal.

TASSO Recommendations

When a Principal position is advertised, we recommend calling a committee meeting to discuss the following:

- Who is the best person to participate on the selection panel?
- From the Secretary Instructions this should be a parent or community member.
- While normally it would be a committee member there is no rule to prevent a parent external to the committee being selected to participate in the panel.
- The commitment for the selection process is: reading the applications, participating in shortlisting for interviews, helping formulate interview questions and participating on the interview panel.
- Being involved with the panel can be difficult, the process is confidential, the person selected will know who is appointed as principal and need to remain silent until it's announced publicly.
- What are the attributes that your school community is looking for in a Principal?
- For example: Communication, family engagement, behaviour management, literacy/numeracy outcomes, school culture.
- What sort of question would you like to ask on the interview panel?

Please note: Any committee members considering applying for the Principal position or any members with conflicts (family or friends that may have intentions on applying for the position) should remove themselves from the meeting to discuss the principal selection process.