

# QUALITY MANAGEMENT SYSTEM (QMS)

## FOR SCHOOL-BASED EDUCATORS

ELRC COLLECTIVE AGREEMENT NO.2 OF 2020

### 1. INTRODUCTION

The Quality Management System (QMS) is a performance management system for school-based educators designed to measure the performance of educators in line with their respective roles and responsibilities. The QMS replaces the Integrated Quality Management System (IQMS), which has been streamlined and re-branded to provide a clear and coherent framework for teacher appraisal.

### 2. PURPOSE

To enhance educator efficiency, effectiveness and good performance

### 3. ROLES AND RESPONSIBILITIES

#### 3.1 Principal

- Ensures that every educator has access to the QMS instrument and any other relevant documents
- Ensures that the QMS is implemented uniformly and effectively

#### 3.2 School Management Team (SMT)

- Conducts Performance Appraisals of educators, including classroom observations, and keeps records thereof

#### 3.3 Educator

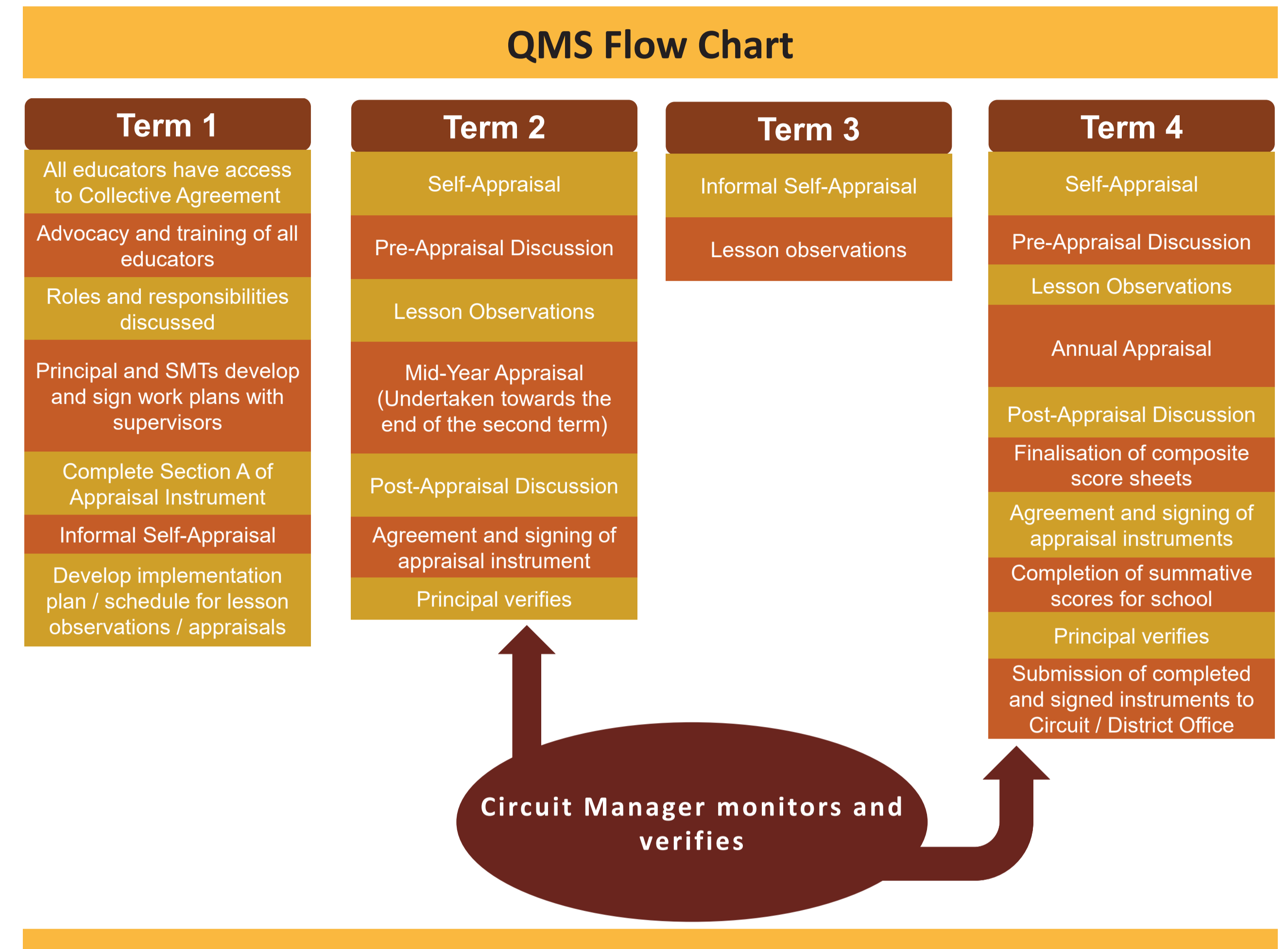
- Conducts a self-appraisal prior to being appraised by the immediate supervisor
- Allows the immediate supervisor to conduct lesson observations and shall keep relevant evidence for the appraisal process

#### 3.4 Resource Person

- The resource person is an educator who may be requested by the appraisee to assist in the appraisal process through provision of subject or other relevant expertise

#### 3.5 The Circuit Manager

- Manages the performance of principals in a consultative, supportive and non-discriminatory manner to enhance school efficiency and accountability
- Agrees on a work plan with the principal with clear annual targets and performance indicators



## PERFORMANCE STANDARDS

