

**Request for Referee’s Report for the position of:**

**Principal: Greenhithe School**

**Confidential to the Principal, The Appointments Committee and**

**Julie Schumacher of The Education Group Ltd**

**This page is to be completed by the applicant**

Dear (name of Referee)

I am an applicant for the position of Principal at Greenhithe School, and I have named you as a confidential referee. Please forward the completed referee’s report to:

**Julie Schumacher**

**The Education Group Ltd**

**PO Box 26480, Epsom, Auckland 1023**

**OR**

**admin@educationgroup.co.nz** *(preferred)*

Referee reports must be received by **1:00 pm, Friday 28 February 2025**

Yours sincerely

Applicant

A green tree with birds and text

Description automatically generated

**Referee’s Report**

**(Confidential to the Greenhithe School Principal, the Appointments   
Committee and Julie Schumacher of The Education Group)**

**For: (Candidate to complete)**

|  |  |
| --- | --- |
| Name of Applicant: |  |
| Name of Referee: |  |
| Phone (Home) |  |
| Phone (work): |  |
| Phone (Mobile): |  |
| Email: |  |
| Are you prepared to be contacted by telephone or email to follow up on the information contained in this report if necessary? | Yes No |

1. **What is your relationship to the applicant? How long have you known them? What opportunities have you had recently to see them at work?**

**Please assess the applicant’s performance for each of the following selected performance indicators by placing a ✓ in the appropriate column.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Professional and Management Skills and Attributes** | Outstanding | Highly competent | Competent | Competent but with some concerns | Not Competent |
| Values te Ao Māori and knows how to give meaningful effect to te Tiriti o Waitangi in all aspects of the life of our school |  |  |  |  |  |
| Will embody and live our school values |  |  |  |  |  |
| Understands and recognizes the importance of the school at the heart of the Greenhithe community. |  |  |  |  |  |
| Understands and recognizes the importance of the school at the heart of the Greenhithe community. |  |  |  |  |  |
| Is a critical thinker and strategic planner and has a track record of converting strategic goals into reality |  |  |  |  |  |
| Will attract, develop and mentor a highly effective team of outstanding leaders and teachers |  |  |  |  |  |
| Has strong relationship skills, works in a collaborative and collegial manner while making the hard decisions as and when needed |  |  |  |  |  |
| Highly visible, approachable and engaged with students, staff and community |  |  |  |  |  |
| Has the skills and attitudes that will unite our school community and build even stronger partnerships with parents, whānau, the local and wider communities |  |  |  |  |  |
| Is a strong communicator who communicates openly, honestly and relates well with all stakeholders |  |  |  |  |  |
| Values cultural diversity, is culturally responsive and will maintain our inclusive culture promoting te reo and tikanga across the school |  |  |  |  |  |
| Ensures effective teaching through leveraging the existing high trust model |  |  |  |  |  |
| Has a strong focus on student achievement, ensures that teaching and learning is future-focused, and that all students can consistently access rich learning opportunities |  |  |  |  |  |
| Sets and maintains high expectations and commits to equitable outcomes and inclusivity for all students |  |  |  |  |  |
| Values academic outcomes, alongside a well-balanced programme and commitment to EOTC, the Arts, sports and wellbeing. |  |  |  |  |  |
| Uses current research and up to date informed practice to develop both innovation and improvement |  |  |  |  |  |
| Has experience in managing a school in the areas of finance, personnel, property and health and safety |  |  |  |  |  |

1. **What do you consider to be the applicant’s most significant strength?**
2. **What do you consider to be the applicant’s areas for development?**
3. **If you were in our position, would you appoint this applicant to the role? (Please explain your answer)**
4. **Any other comments that will help this Board consider this applicant?**

**Please return directly to:**

**Julie Schumacher**

[admin@educationgroup.co.nz](mailto:admin@educationgroup.co.nz)

The Education Group Ltd

Level 2, 24 Manukau Road, Epsom, Auckland

**1:00 pm, Friday 28 February 2025**

*Many thanks for taking the time to complete this report.*