**Appendix 3**

**PERFORMANCE IMPROVEMENT PLAN**

**Name: Date:**

**Job Title: Line Manager:**

|  |  |
| --- | --- |
| **PERFORMANCE IMPROVEMENT PLAN****To cover period from: to** | **Progress****(to be discussed at agreed intervals throughout the review period)** |
| **Areas of****Underperformance** | **Agreed Action /****Planned Objectives** | **Support****Required** | **Measures of****Success** | **Target****Date(s)** | **Comments on Progress /****Outcome** | **Date** |
|  |  |  |  |  |  |  |

**Agreed by:**

**Teacher signature: Date:**

**Line Manager Signature: Date:**

**Performance Standards Achieved? YES/NO Date:**