

# School Staff Evaluation Form Sample

This **school staff evaluation form sample** provides a structured method to assess the performance and effectiveness of educational personnel. It supports clear communication between staff and administration, ensuring professional growth and accountability. Utilizing this form helps schools maintain high standards and improve overall teaching quality.

<b>Staff Information</b>			
Name:	<input type="text"/>	Position:	<input type="text"/>
Department:	<input type="text"/>	Date of Evaluation:	<input type="text"/>

<b>Performance Criteria</b>	<b>Rating (1-5)</b>	<b>Comments</b>
1. Professional Knowledge & Skills	<input type="text"/>	<input type="text"/>
2. Classroom Management/Workplace Behavior	<input type="text"/>	<input type="text"/>
3. Communication Skills	<input type="text"/>	<input type="text"/>
4. Collaboration & Teamwork	<input type="text"/>	<input type="text"/>
5. Initiative & Professional Growth	<input type="text"/>	<input type="text"/>

**Rating Guide:** 1 = Unsatisfactory, 2 = Needs Improvement, 3 = Satisfactory, 4 = Good, 5 = Excellent

<b>Strengths</b>
<input type="text"/>
<b>Areas for Improvement</b>
<input type="text"/>
<b>Action Plan/Recommendations</b>
<input type="text"/>

Evaluator Name:	<input type="text"/>	Date:	<input type="text"/>
Staff Signature:	<input type="text"/>	Date:	<input type="text"/>