

## **Background to Principal's Nominee Responsibilities**

NZQA requires schools and kura to allocate responsibility for assessment leadership, and the associated administration to a role called the Principal's Nominee.

In practice, schools and kura approach this in varied ways, often involving a team of people, rather than one individual.

To support a shared understanding of the role, we have created two resources to unpack what a Principal's Nominee is accountable for, on behalf of their school, and how these responsibilities be allocated.

*Resource 1: Principal's Nominee: Skills and Attributes.*

This resource unpacks the three aspects of the assessment in schools that ensure the integrity of the NCEA qualification. Within and across the three aspects are specific accountabilities as required by NZQA.

*Resource 2: Three Principal's Nominee Personas.*

This resource presents three illustrative models that reflect the most effective versions of the role. Each persona shows how a school might allocate and resource the responsibilities of the role to staff and the strengths and weaknesses of each scenario. It also highlights how assessment events during the year impact on the time needed to carry the role effectively.