

## **SASSOON STUDENT APPRAISAL GUIDELINES**

### **BACKGROUND**

Sassoon is firmly committed to equal opportunities for all its students, and this means that performance will be assessed solely against your course objectives, the needs of yourself and your abilities, and how well all these areas are being met.

The format and content of student appraisals must be to the NVQ requirements and take place at regular intervals through the course.

### **AIMS AND OBJECTIVES OF AN APPRAISAL SCHEME**

The aims and objectives are to assist you in performing as a hairdresser to the best of your ability thus maximizing your own satisfaction leading to motivation thereby improving your contribution to your own or future employers objectives and goals. In this you will benefit from the full utilisation of the skills and potential we have at Sassoon Academy.

The following issues will be discussed, and actions jointly planned at your interview:

- Your personal development
- Planning your career
- Enhancing communication
- Identifying your flexibility and mobility
- Goal setting for you and the company
- Encouraging pro-active management
- Identification of problem areas

This list is not exhaustive, it acts as a guideline and if you wish to bring any matters to the attention of your appraiser, please feel free to do so.

To fulfil all of the above you and your teacher will use your current performance, previous appraisal forms and the training evaluation forms of any training you may have attended.

You should discuss suggestions for study objectives for the coming weeks and jointly agree the outcomes required. This will require planning so think about the meeting as soon as you can, make notes, use the previous appraisal – this is your opportunity to talk officially about your future career – make the most of it.

An appraisal is not:

- A secret report on you
- A disciplinary interview
- An attack on your personality