



SUMMARY

Performance appraisal can be defined as measuring, evaluating and influencing an employee's job-related attributes, behaviours and outcomes, and level of absenteeism to discover at what level the employee is presently performing on the job. It is important for the administrators and supervisors to establish methods to measure staff effectiveness in order to make sound decisions for retention, salary adjustments, and promotion, as well as to help staff improve. Physical education administrators are obligated to assess the teaching effectiveness of their staff members.

It is important to follow certain principles and guidelines to follow during evaluation of staff members: Appraisal should involve the staff themselves; Evaluation should be centred on performance; Evaluation should be concerned with helping the staff member grow on the job and; Evaluation of staff should be well organized and administered. And the most common methods adopted in evaluating physical education teacher includes 1) Observation of teachers in the classroom or in the field/gymnasium. 2) Student progress. 3) Ratings.

Some of the innovative techniques involve in teacher evaluation: Accountability - may be simply defined as a means of holding the teacher (and other staffs) responsible for what the students learn; *Student Evaluation* - The student is the one of the most exposed person to the teacher and his or her methodology. Therefore, the student should have some say about whether the teacher is doing a satisfactory job of teaching; *Self-evaluation* - it term as introspection meaning to look within oneself, which is often the key to self-improvement; *Independent Evaluators* - the independent evaluators hired should be thoroughly trained and familiar with the subject area they are evaluating and should have teaching and administrative background and; *Evaluating the Prospective Teacher* - The competence of the prospective teacher is an important part of the total educational evaluation system. The teacher training course should ensure that, the prospective teacher should have expertise in grading papers, keeping records, individual tutoring, and actual classroom teaching.