



APPENDIX C

**UNREGULATED SCHOOL MENTAL HEALTH PROFESSIONAL
PERFORMANCE APPRAISAL**

CYW Name:

School:

Principal:

Date:

Domain 1. PROFESSIONALISM

Expectations	Level of Performance	
	Unsatisfactory	Satisfactory
Maintains confidentiality regarding conversations about students, families, staff, community partners, and the school.	☐	☐
Exhibits professional attitudes and behaviors toward colleagues and students.	☐	☐
Keeps professional quality, systematic and dated records for students served, completed promptly.	☐	☐
Complies with Board policies, procedures, and administrative requirements.	☐	☐
Adheres to the Code of Ethics and Standard of Practice of the Ontario College of Social Workers and Social Service Workers.	☐	☐
Submits requested information on time.	☐	☐
Demonstrates self-awareness, self-monitoring, and professional accountability.	☐	☐
Develops and follows an annual growth plan to maintain and improve professional competence and resilience.	☐	☐

Domain 2. SERVICES TO SCHOOLS

Expectations	Level of Performance	
	Unsatisfactory	Satisfactory
Clarifies referral reasons with administrative and instructional staff.	☐	☐
Builds trusting relationships with students to engage them in programs and services.	☐	☐
Screens students for mental health concerns and recommends supports.	☐	☐

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Collaborates with staff to identify student strengths, outcomes, and strategies.	☐	☐
Develops social and emotional skills with students individually or in groups.	☐	☐
Delivers evidence-informed programs to improve academic and behavioral performance.	☐	☐
Provides culturally sensitive programs and services.	☐	☐
Acts as a role model to enhance social and emotional competencies.	☐	☐
Liaises between students, home, school, and community resources.	☐	☐
Communicates student progress with administration and teaching staff.	☐	☐
Provides crisis supports & completes risk assessments	☐	☐
Refers students and families to community resources.	☐	☐
Advocates for diverse, respectful, and supportive programs and services.	☐	☐

Strengths	
Growth Strategies for Ongoing Development	

Supervisor Comments/Summary	
Employee Comments	

PERFORMANCE RATING
☐ UNSATISFACTORY PERFORMANCE ☐ SATISFACTORY PERFORMANCE

Signature of Unregulated School Mental
Health Professional

Date

Signature of Mental Health Lead

Date
