

Policy for Continual Professional Development

Principles, Values and Entitlements:

1. The school believes in the DfE philosophy that “effective teachers should take ownership and give a high priority to professional development”. It believes that a coherent and progressive opportunity to develop professionally and personally both improves standards and raises morale through personal and professional fulfillment and assists recruitment and retention.
2. All teaching and support staff and governors shall have an entitlement to equality of access to high-quality induction and continuing professional development.
3. All staff will have opportunities through performance management, professional discussions or other mechanisms to discuss their professional development needs.
4. The emphasis will be on improving standards and the quality of teaching and learning. The ultimate aim is the improvement in the practice of individuals and teams through creating learning communities in which support and collaboration increase the capacity for continuous self improvement.
5. The school will have effective measures in place to audit the professional and personal needs of staff and link to the school's self-evaluation and performance management system. The school's CPD policy will seek to address the needs created by national and local priorities, the needs of the school and individuals' needs and aspirations.
6. The CPD leader at Flag Nursery School is the Head Teacher.
7. The school will seek to engage in a wide range of external and internal CPD provision to meet its needs.
8. The school will ensure a range of CPD opportunities are planned with “fitness for purpose” in mind.
9. The school's CPD provision will allow staff to develop skills and competencies progressively allowing them to build on and reinforce skills learnt earlier particularly across the key areas identified in the Teachers' Standards Framework and in the Teaching Assistants Standards Framework.
10. Quality assurance mechanisms will ensure that teachers provide feedback on the learning gained from CPD activities.
11. The dissemination of good and successful practice within and beyond school will be a key part of school improvement.
12. The school will seek to support accreditation of the professional development of staff.
13. This policy will operate according to principles of best value. Where possible we will share CPD with other schools within the primary and nursery cluster to minimize costs.

Identifying CPD Needs and Opportunities:

1. The CPD leader will be responsible for identifying the school's CPD needs and those of the staff working within it. CPD will be an integral part of the school's development plan and be based on a range of information:
 - The needs of the school as identified through its self-evaluation;
 - Performance Management;
 - Feedback from staff and others including governors, pupils and parents;
 - Issues identified through other monitoring, e.g. OFSTED, LA monitoring
 - National and local priorities, e.g. national strategies, the LA, local community priorities;
2. There will be annual discussion for all staff to determine individual needs. This will be within the Performance Management process.
3. The CPD leader will be responsible for advising the governing body about the key CPD priorities, drawing up an annual plan and costing the budgetary implications of addressing these needs.
4. The CPD leader will be responsible for ensuring that appropriate opportunities are provided for the following groups of the school community:
 - Newly Qualified Teachers;
 - Teachers in their first five years;
 - Teachers with 5 years + experience (including those beyond the threshold);
 - Teachers specialising in teaching particular groups of pupils;
 - Advanced Skills Teachers, and leading teachers;
 - Middle managers/subject leaders (emergent leaders);
 - Senior managers;
 - Head teachers;
 - Governors;
 - Support staff including bursars, business managers and technicians.
 - Teaching assistants and nursery nurses;
 - Secretarial and administrative staff,
 - Regular supply staff and those seeking to return to the profession.
5. The CPD leader will provide details of the range of CPD opportunities available and be responsible for communicating relevant opportunities to appropriate staff, e.g. relevant courses, partnership groups, distance learning materials.
6. The CPD leader will maintain a list of recognised (and accredited) providers;
7. The CPD leader will be responsible for ensuring the efficient organising of opportunities, e.g. booking, course costs, contracts, replacement cover arrangements, circulating relevant materials;
8. The CPD leader will be responsible for providing appropriate support to CPD, e.g. training videos, organising membership and subscriptions of appropriate bodies such as subject associations, school improvement organisations;

CPD Activities And Opportunities:

The school will support a wide portfolio of CPD approaches. These include:

- attendance at a course or conference;
- in-school training;
- school-based work through accessing an external consultant/adviser or an advanced skills or leading teacher;
- observation, evaluation and feedback;
- team teaching;
- school visits to observe or participate in good and successful practice;
- coaching and mentoring;
- secondments, exchanges and placements, opportunities to participate in award bearing work from higher education or other providers;
- research opportunities;
- online learning;
- practical experience, e.g. contribute to a training programme, co-ordinate or support a learning network, involvement in local and national networks;
- acting up or work shadowing, producing documentation or resources;
- partnerships with a colleague, group, subject, phase, activity or school-based;
- creating a learning environment within the school.
- Moderation within the local cluster and within the Derbyshire Nursery Forum

The activities and opportunities available will fully reflect the Code of Practice produced by the DfE and DCC. They will only be offered to the staff and governors if they;

- meet identified individual, school or national development priorities;
- are based on good practice – in development activity and in teaching and learning; help raise standards of pupils' achievements;
- respect cultural diversity;
- are provided by those with the necessary experience, expertise and skills;
- are planned systematically and follow the agreed programme except when dealing with emerging issues;
- are based, where appropriate, on relevant standards;
- are based on current research and inspection evidence;
- make effective use of resources, particularly ICT;
- are provided in accommodation which is fit for purpose with appropriate equipment;
- provide value for money;
- have effective monitoring and evaluation systems including seeking out and acting on user feedback to inform the quality of provision.

Follow Up:

1. Following a professional development opportunity, the participant will share appropriate feedback with the CPD leader and discuss the opportunities to disseminate to other staff. At Flagg Nursery School a form is filled in to collect this information.

2. The CPD leader will be responsible for ensuring that any appropriate good practice in the school is shared appropriately, e.g. Staff meeting or electronic communication; and beyond the school as appropriate, e.g. Link adviser

Evaluation of CPD:

The CPD leader will be responsible for collating the views of staff on the impact of the CPD opportunities on any changes to classroom practice, improvements to teaching and learning, improvements to aspects of their leadership roles or any other impact.

Annually the CPD leader will provide a report to the governing body on the benefits and impact of the programme and future needs especially as they relate to:

- pupil progress and school attainment
- improved teaching and learning including teaching and learning styles, increased pupil understanding and enthusiasm;
- increased staff confidence;
- increased evidence of improved leadership roles;
- recruitment, retention and career progression for staff.

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