

## **POLICY: PROFESSIONAL DEVELOPMENT**

### **PURPOSE:**

- Focussed and needs driven professional development programs provide optimum opportunities for professional growth, enhanced diversity and improved student learning.
- Improved effective school governance and decision making.

### **AIMS:**

- To provide opportunity for all staff to further their professional skills and/or qualifications.
- To provide opportunities for staff to further develop their awareness, knowledge and skills in current teaching and learning practices.
- To develop teachers with enhanced skills that in turn will improve student learning.
- To ensure all school councillors have the opportunity to develop the skills they need to exercise their responsibilities in the most effective manner.
- To induct new staff members.

### **IMPLEMENTATION:**

- Each staff member's performance will be monitored each year through the Performance and Development process. Feedback from student learning data will play a significant role in determining professional development.
- Each staff member will develop a Performance and Development plan that is embedded within, and reflects the performance review process.
- Each individual's professional development is a shared responsibility between the school and the staff member.
- The Assistant Principal will be assigned the responsibility of the Professional Development (PD) Coordinator. Their role will be to inform staff of professional development opportunities, which in turn will reflect individual staff needs as identified in performance review plans. The PD coordinator will also play a role in coordinating and organising professional development activities for individuals and the whole school, as well as communicating any replacement teacher needs with the Casual Relief Teacher Co-ordinator.
- A budget will be allocated to professional development each year and adhered to. Budget implementation will allow, over time, for equity of resources amongst staff, and include an amount for incidental professional development. The Professional Development Coordinator will be responsible for its implementation.
- All professional development activities will be recorded on PdTracker and staff provided with records of their attendance termly.
- Staff are encouraged to seek (and provide) professional development from other staff members.
- All staff attending professional development have a responsibility to report to their Professional Learning Team (PLT) members about the activity and its benefits, etc.
- Staff attending professional development influencing whole school development will be obliged to provide training for the remaining staff members.
- Specialist teaching staff members are to attend Specialist Network meetings.
- Graduates are encouraged to attend the local Graduate Network meetings.

- The English and Mathematics Leaders will attend the Casey Central Literacy and Numeracy Network meetings.
- School Councillors have an obligation to undertake professional development so that they may perform their roles to the best of their abilities.

**EVALUATION:**

This policy will be reviewed as necessary.