MAVISBANK SCHOOL

Staff Development Policy

Rationale

It is essential to have a systematic and collaborative approach to the planning and organisation of a Staff Development programme of activities in order to ensure that **all** staff are kept up to date with current philosophies, ideas and methodology in Additional Support Needs, that good practice permeates every area of the curriculum and that the key aims of Staff Development are taken forward effectively. Staff Development programmes should take cognisance of professional training requirements necessitated by the School Improvement Plan as well as personal development needs indicated by individual staff members. These will raise the achievements of pupils by increasing the skills, knowledge and expertise of the staff through identified staff development. These will be funded by the **D**evolved **M**anagement of **R**esources (DMR) budget and supported by specific grant funding from the Authority

Objectives

- All staff will take part in professional review and development with a member of the SMT.

- All staff will have access to appropriate staff development to meet their individual needs.

- All staff will have access to resources to support professional development.

- All staff will be encouraged to visit other establishments to increase awareness of innovative practice and to evaluate their own practice.

- All staff will have an identified member of the senior management team for consultation and discussion in relation to staff development issues.

Identifying Needs

The DHT is responsible for the management of Staff Development

Staff development needs can be identified in a variety of ways and should take into account the School Improvement Plan

Staff Development needs " should be identified primarily through a process of self-evaluation which encourages employees to review their current performance, identify their professional development needs and plan for their development (NLC Professional Review & Development Policy)

Implementation

Staff development is a broad concept taking in a wide range of professional experiences. Attendance at courses of in-service training, while of considerable importance, is only one way of gaining access to Staff Development opportunities

Other S.D. opportunities may include:

1. Membership of school committees
2. Developing school policies
3. Workshops
4. Visits to /from colleagues in other schools
5. Co-operative teaching

6. Job shadowing

7. Acting appointments

8. Personal reading

9. Voluntary job enhancement e.g. being involved in school initiatives

10. Placements

11. Phasing-in of pupils

12. Planned activity time

13. Job-swap

14. Secondments

15. Staff meetings

16. Relevant Self Development courses*

*It is essential that appropriate courses, relevant to pupils' additional support needs, be provided for staff in order to maintain / increase staff motivation.

It should also be stressed that contributing to the Self Development needs of others members of staff is in itself a form of Staff Development. It is therefore essential that feedback from visits / courses etc. should be provided by participants for the benefit of other staff members.

Staff Development Records

All teaching members of staff will be issued with a Staff Development folder and it will be the responsibility of all staff to ensure that their S.D. record is kept up to date and appropriately documented in their S.D. folders

Professional Review and Development

In line with North Lanarkshire Professional Review & Development Policy all teaching members of staff will be involved in a triennial review of their Staff Development, which will be conducted by the Head Teacher.

In conclusion, it must be emphasised that for Staff Development to be effective it must be based on a collaborative model whereby all staff are active participants in all stages of planning and organising Staff Development activities

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Reviewed and amended: John Lochrie, Eileen McDonnell

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